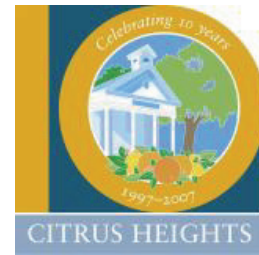


Chapter 5

City of Citrus Heights Stormwater Quality Improvement Plan



5.1 Introduction

The Citrus Heights (City) Stormwater Quality Improvement Plan (SQIP) provides information about the City's Stormwater Management Program, including a description of activities conducted to ensure compliance with the Sacramento Areawide NPDES Municipal Stormwater Permit (Stormwater Permit), of which Citrus Heights is a permittee. The required certification for the SQIP is presented in the front of the entire SQIP document.

Implementation of the activities described in the SQIP is intended to satisfy the provisions of the Stormwater Permit. Those provisions were established to reduce pollutants in stormwater discharges to the maximum extent practicable and comply with receiving water objectives.

The City-specific activities described and referenced in this chapter are conducted in addition to monitoring, special studies, target pollutant reduction and regional public outreach activities that are implemented jointly with the other permittees as described in Chapter 2. The City contracts with the County of Sacramento (County) and other organizations for some of its stormwater services, as explained in this chapter.

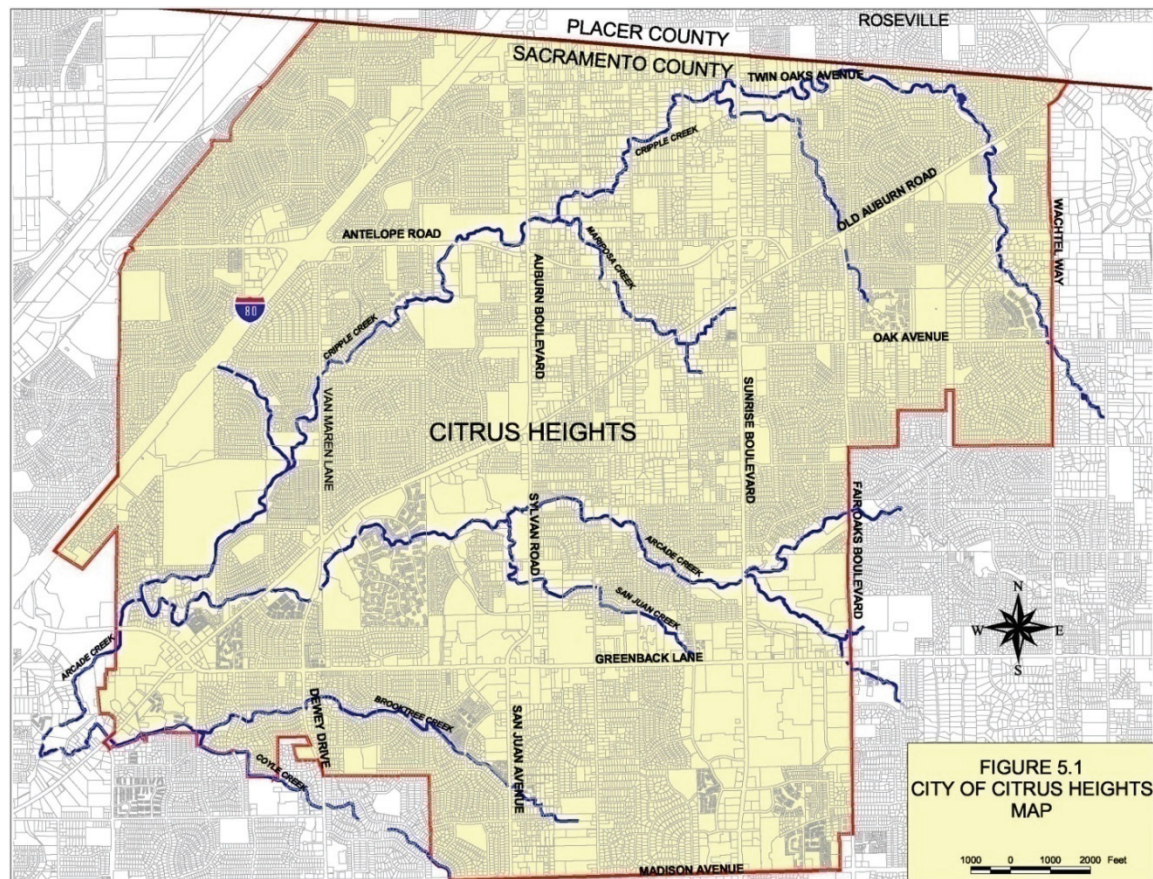
Background

Citrus Heights incorporated on July 1, 1997. The City was officially named as a Permittee to the Stormwater Permit when it was reissued in December 2002. For 12 years before that, the area within the City limits was covered under the County of Sacramento's Stormwater Permit. However, the City has been proactively involved in the Sacramento Stormwater Quality Partnership (Partnership) since incorporation. The Stormwater Permit is issued to Citrus Heights and six other co-permittees (Sacramento County and the Cities of Elk Grove, Folsom, Galt, Rancho Cordova and Sacramento) by the Central Valley Regional Water Quality Control Board (Regional Water Board). The original Stormwater Permit was issued in 1990 (first permit term) has been renewed three times since: in 1996, 2002 and most recently in 2008 (2008-13 permit term).

City of Citrus Heights Characteristics

Citrus Heights is located in the northern portion of Sacramento County (County), just south of the Placer County line. The city boundaries are shown in Figure 5.1-1.

Figure 5.1-1. City of Citrus Heights and Creeks In the City



The City has a population of approximately 90,000 and is 14.1 square miles in size. Citrus Heights is made up primarily of residential and commercial land uses. Nearly built-out, Citrus Heights has about 150 acres of remaining vacant land with the largest at approximately 20 acres.

The City is traversed by approximately 26 miles of stream groups comprised of natural and man-made facilities, including Arcade Creek, Cripple Creek, San Juan Creek, Mariposa Creek, Brooktree Creek, Coyle Creek, and various unnamed tributaries. As shown on Figure 5.1-1, these stream groups generally originate within the Citrus Heights boundaries and eventually all drain to Arcade Creek near the southern limits of Citrus Heights. Arcade Creek then flows through portions of Sacramento County and the City of Sacramento before it discharges into the Natomas East Main Drainage Canal (also known as Steelhead Creek) near the confluence of the American and Sacramento Rivers at Discovery Park.

Overview of Citrus Height's SQIP

This SQIP describes activities that Citrus Heights will conduct in compliance with the Stormwater Permit. Modifications to the program may be necessary as the program evolves, and will be proposed in Annual Reports submitted to the Regional Water Board on October 1 each year.

Following this introduction, there are seven sections in the chapter, to describe activities related to six major program elements, as follows:

Section 5.2: Program Management and Training — A description of how Citrus Height's Stormwater Management Program is organized, legal authority, priorities and funding, and coordination both within the city and externally with other programs and agencies.

Section 5.3: Construction Program Element —Activities designed to control the runoff of sediment and other pollutants from construction sites.

Section 5.4: Commercial/Industrial Program Element — Activities and control programs intended to reduce pollutants in discharges and effectively eliminate non-stormwater discharges associated with industry.

Section 5.5: Municipal Operations Program Element —Activities designed to control stormwater pollution resulting from operation of City facilities and to set an example of model pollution prevention for the public.

Section 5.6: Illicit Discharge and Detection Program Element —Activities intended to effectively eliminate illegal non-stormwater discharges to the storm drainage system and receiving waters.

Section 5.7: Public Outreach Program Element —Activities designed to raise awareness and foster community stewardship to promote pollution prevention in the urban area and protection of local creeks and rivers.

Section 5.8: New Development Program Element — Activities intended to mitigate water quality and quantity impacts from newly developing and redeveloping areas for the life of the project, after construction is complete.

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5.2 Program Management and Training

Program Organization and Staffing

The City of Citrus Heights is a Council-Manager form of government. The Stormwater program is under the direction of the General Services Director and City Engineer, as shown in Figure 5.2-1. The City has assigned a Principal Civil Engineer to manage the Stormwater Program and participate in permittee meetings and other joint Program activities. Assistance is provided by an Associate Engineer, construction inspector and drainage coordinator. Additionally, building inspection, administration, and contract services staffing is provided by other City departments. The approximate staffing breakdown is shown in Table 5.2-1.

Figure 5.2-1. City of Citrus Heights Organizational Chart

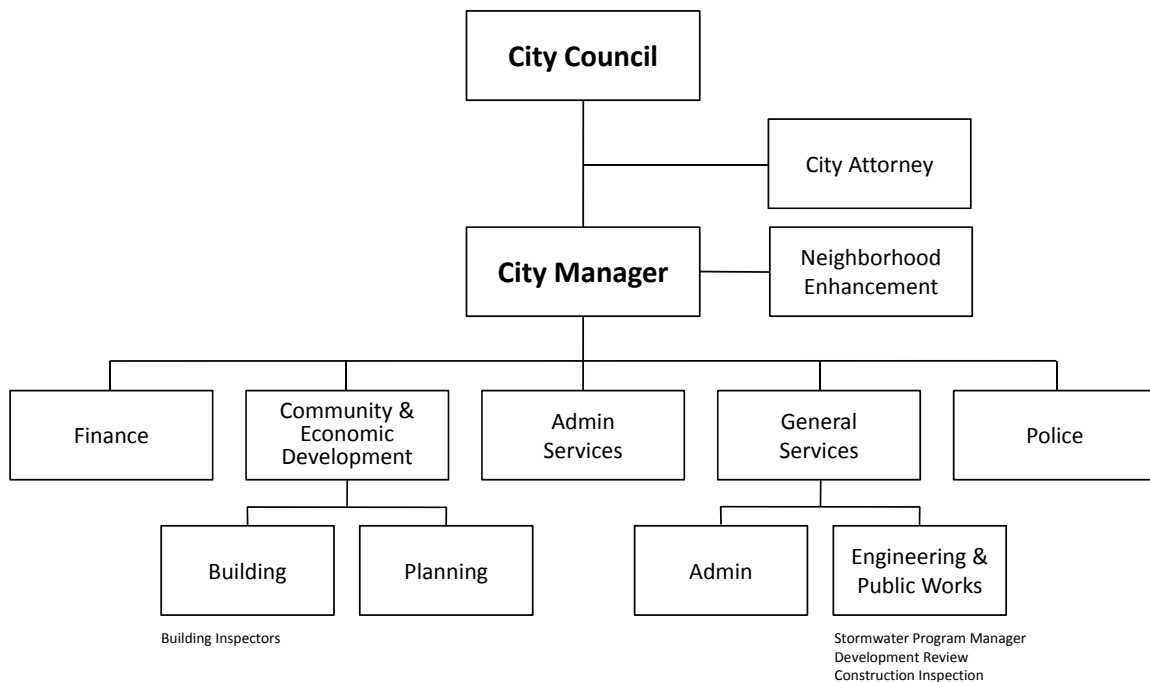


Table 5.2-2 indicates roles and responsibilities of various city departments for implementation of activities designed to comply with the Stormwater Permit. In addition, the table describes services that are contracted to the County of Sacramento. When the City incorporated in 1997, it entered into an agreement with Sacramento County that specified that the County would provide Citrus Heights the same level of and type of drainage and flood control services as provided in the unincorporated area. This has continued, with the exception that the City conducts creek and channel maintenance, largely through contracts with the Sacramento Local Conservation Corps.

Table 5.2-1**Staffing for the Citrus Heights Stormwater Program
(2009-10 Fiscal Year)**

Staff	FTE*
Principal Civil Engineer	0.30
Associate Civil Engineers	0.70
Administrative Assistant	0.30
Construction Inspector	0.30
Maintenance Coordinators	0.20
Building Inspection/permits	0.30
Total	2.1

*Full time equivalent

Table 5.2-2. Responsibilities for Compliance with NPDES Stormwater Permit in Citrus Heights

Program Element	Department/Group	Major Responsibilities
Program Management and Training (Section 5.2)	Engineering/Public Works	Administers and manages the City Stormwater Program on behalf of the City. Provides liaison with the Regional Water Board and prepares/submits compliance reports.
	Admin Services	Conducts legal reviews, prepares legal certifications and oversees revisions to ordinances, codes and other standards.
	County Dept. of Water Resources (DWR)/ Stormwater Staff	According to an agreement with the City, the County assists with preparation of Permit compliance deliverables; represents Citrus Heights at permittee coordination meetings.
Construction (Section 5.3)	Engineering/Public Works	Issues grading permits and checks for NOI/SWPPP for all sites subject to State Construction General Permit.
	Community & Economic Development/Building Division	Provides inspection services for public infrastructure, public buildings and private development. Inspection services include oversight of contractor compliance with City Stormwater and Grading Ordinances and State Construction General Permit.
	Consultant Contracts & City Inspectors	Constructs and inspects all street and highway improvements located in the City, including lighting, landscaping and signals. Inspection services include oversight of contractor compliance with City Stormwater and Grading Ordinances and State Construction General Permit.
Commercial/Industrial (Section 5.4)	County Environmental Management Department (EMD), Environmental Compliance Program	According to an agreement with the City, EMD conducts inspections of all Permit-required industries in Citrus Heights once every 3 years, and conducts related outreach, database management and reporting. Also see Chapter 2, Section 2.7 for more details.
	County EMD, Environmental Health Program	Conducts plan review, issues permits for and inspects food-related facilities in Citrus Heights. Considers drainage issues that may be of concern to stormwater quality in all reviews and inspections.
	County EMD, Environmental Compliance Program	Conducts plan review, issues permits for and inspects facilities that handle or store hazardous materials in Citrus Heights. Considers drainage issues that may be of concern to stormwater quality in all reviews and inspections.
	County DWR/ Stormwater Staff	Works with Business Environmental Resource Center (BERC) to conduct business outreach activities required by the Permit for businesses in the City. Also see Chapter 2, Section 2.7 for more details.
Municipal Operations (Section 5.5)	Engineering/Public Works	Oversees maintenance of stormwater drainage system to ensure that system is maintained in manner that minimizes water quality impacts. Maintains creeks and channels within the City to remove accumulated debris and obstructions in order to make them hydraulically efficient to minimize over-bank flooding, bank erosion, and transport of pollutants.
	County DWR/Drainage O&M	According to an agreement with the City, the County performs maintenance of the City's storm drain system, except non-concrete lined channels and creeks. Also see Chapter 3, Section 3.5 for more details.

Program Element	Department/Group	Major Responsibilities
	Public Works/Engineering (Through contracts with various private vendors)	Maintains all street and highway improvements located in the City, including lighting, roadside ditches and signals. Responsible for ensuring that stormwater quality and erosion/sediment controls are incorporated where required by the regulations.
	General Services/Facilities & Fleet (Public Works)	Manages City-owned buildings, parking lots and other facilities. Responsible for ensuring that activities at these facilities do not add to stormwater pollution.
	Sunrise Parks and Recreation District	Constructs and maintains City parks and recreational facilities in a manner which complies with applicable water quality laws.
	Allied Waste Management	Provides solid waste services to the City under contract.
Illicit Discharges (Section 5.6)	County EMD Environmental Compliance Program OR Parc Environmental (under contract to City) OR Metro Fire District	Responds to hazardous materials spills in the City that may impact stormwater quality and receiving waters, including cleanup and proper disposal.
	Parc Environmental (under contract to City) OR Metro Fire District	Responds to non-hazardous spills, including cleanup and proper disposal.
	County DWR/Drainage O&M	According to an agreement with the City, the County conducts ongoing field screening activities during routine maintenance of the storm drain system in Citrus Heights. May respond to non hazardous spills, including cleanup and proper disposal.
	County DWR/Stormwater Staff	According to an agreement with the City, the County conducts follow-up investigations to confirm/eliminate illicit discharges. Responds to calls from the public for situations in Citrus Heights.
	Allied Waste Management	Provides solid waste management services for residents and businesses in the City. Program emphasis is placed on waste prevention, recycling, and composting, which support the stormwater quality program goals.
Public Outreach (Section 5.7)	Engineering/Public Works	Provides public outreach to individual property owners and developers and handles calls from the public routed to the City. Provides volunteers to work in Partnership booths at some regional public events. Also contributes funds to the Sacramento Urban Creeks Council to support annual Creek Week activities.
	County DWR/Stormwater Staff	Works with City of Sac to manage/conduct regional public outreach required by the Stormwater Permit, including a regional media campaign that addresses Citrus Heights residents and businesses. Also see Chapter 2, Section 2.6 for more details.
New Development (Section 5.8)	Community & Economic Development/Planning	Processes applications for private developments. Conducts CEQA reviews. Implements General Plan and Zoning code. Routes plans to Engineering/Public Works to ensure that stormwater quality controls are incorporated in accordance with the City's development standards.

Program Element	Department/Group	Major Responsibilities
	Engineering	Conditions development projects to ensure compliance with City drainage and stormwater quality development standards, including establishing requirements for stormwater quality control measures.
	Engineering	Ensures that stormwater quality control measures are incorporated into design/construction of public projects, consistent with requirements for private projects.
	Engineering/Public Works (w/consultant contracts)	Provides planning and design for all street and highway improvements located in the City, including addressing stormwater quality requirements.
Monitoring, Special Studies and Target Pollutant Reduction (Chapter 2)	Engineering/Public Works	Reviews and certifies reports and compliance submittals; approves consultant contract decisions; processes payments to the City/County of Sacramento for consultant services according to the permittee cost-share MOU.
	County DWR/Stormwater Staff	According to the agreement with the City, represents Citrus Heights in permittee work group meetings to discuss regional Program activities; reviews draft reports and compliance submittals; administers consultant contracts for the technical studies.

Legal Authority

Legal authority for Citrus Heights' Stormwater Management Program is provided in several ways:

- The City's Municipal Code provides the basic legal authority to implement the program and enforce the local regulations,
- The General Plan and Zoning Ordinance contains water quality protection policies
- The City uses the County Standard Construction Specifications and Improvement Standards which describe requirements for development projects, and
- Agreements with the County and other permittees provide for a means of cost sharing to implement various portions of the program.

The City's certification of legal authority for implementation of the program is included in Appendix 5A.

City Code

The Citrus Heights Municipal Code is the primary basis for the legal authority for the City's Stormwater Management Program. The code constitutes a codification of the general and permanent ordinances of the city. The source materials used in the preparation of the code were the Sacramento County Code adopted by the City shortly after incorporation in 1997 and ordinances subsequently adopted by the City Council.

The predominant municipal code provision is in Chapter 98 - Utilities, Article V Stormwater Discharge (also known as the “Stormwater Ordinance”), adopted by the City in September 22, 2004 (Ordinance No.2004-08). It prohibits most non-stormwater discharges and lists non-stormwater discharges conditionally allowable (e.g., flows from emergency fire-fighting activities) pursuant to NPDES federal regulations. The Stormwater Ordinance provides legal authority to Citrus Heights and the County for inspections and enforcement related to control of illicit (unauthorized non-stormwater) discharges to the City storm drainage system and local creeks.

A number of other code sections also provide Citrus Heights with additional legal authority related to stormwater pollution control and water quality/watercourse protection. Those include:

- Chapter 1 General Provisions (various sections related to authority to issues violations and assess penalties, right to appeal)
- Chapter 18 – Building and Building Regulations (Article XII – Land Grading and Erosion Control)
- Chapter 34 – Environment (Article IV - Water Pollution)
- Chapter 42 – Floods (various sections designed to protect floodways and erosion-prone areas)
- Chapter 78 – Streets, Sidewalks and Other Public Places (Article II – Watercourses)
- Chapter 82 – Subdivisions and Land Development (Article XV – Design and Improvement Standards)
- Chapter 98 - Utilities (Article IV Storm Drainage Fee)
- Chapter 106 – Zoning (Ordinance No. 2006-02, adopted by the City Council on October 5, 2006)

General Plan

Citrus Heights adopted the County’s General Plan upon incorporation in 1997. The City completed its own General Plan in November 2000. The General Plan and other development codes and standards can be accessed on the City’s web site:

<http://www.citrusheights.net> (see Community Development, Planning Division)

The General Plan is the long-term policy guide for the physical, economic, and environmental growth of the City. It is composed of goals, policies, and implementation programs, all based on an assessment of current and future needs and available resources. The General Plan contains the provisions that lay the framework for protection of water quality and implementation of the Stormwater Management Program. The 2000 General Plan policies that relate to water quality and watershed protection are listed by Element as follows:

Community Development Element

Policy 6.3 – “Enhance and improve the City’s tree cover as a valuable community resource.”

Policy 7.3 – “Require new development to preserve and enhance significant natural features (such as creeks, wetlands and trees) and retain the existing topography....”

Resource Conservation Element

Policy 35.1 – “Preserve continuous riparian corridors and adjacent habitat along the City’s creeks and waterways.”

Policy 35.2 – “Achieve and maintain a balance between conservation, development and utilization of open space.”

Policy 35.3 – “Provide for “no net loss” of sensitive habitats such as aquatic and riparian areas.”

Policy 37.1 – “Incorporate existing trees into development projects. Avoid adverse effects on health and longevity of native oaks or other significant trees through appropriate design measures and construction practices.”

Policy 38.3 – “Consider potential impacts to natural habitat areas when establishing links between developed areas. Identify alternative sites for linkages where sensitive habitat areas have the potential to be adversely impacted.”

Policy 39.3 – “Require buildings to conform to existing natural topography, and minimize cutting and filling.”

Policy 39.4 – “Utilize the services and expertise of organizations involved in resource conservation and open space protection.”

Community Health Element

Policy 48.8 – “Reduce pollutants being discharged into the drainage system to the maximum extent feasible to meet required federal National Pollution Discharge Elimination System standards.”

Policy 50.3 - Work with Sacramento County and other public agencies to inform businesses and consumers about the proper use and disposal of hazardous materials and waste.

As noted above, some water quality and watershed protection language was included in the City’s 2000 General Plan. During the next General Plan update (beginning in the 2009-10 fiscal year), the City will adopt any necessary amendments to satisfy the 2008 stormwater permit requirements.

Standard Specifications and Improvement Standards

The City has adopted the County’s Improvement Standards and Standard Construction Specifications which are applicable to all projects citywide, private or public. See Section 5.3 for more information.

Guidance for design, construction and maintenance of post-construction stormwater quality control measures is provided in the *Stormwater Quality Design Manual for Sacramento and South Placer Regions* (May 2007). See Section 5.8 for more information.

Inter-Agency Agreements and Contracts

The City maintains agreements with several agencies and groups which help ensure compliance with the Stormwater Permit, as described in this section.

The City maintains an agreement with Sacramento County to perform various tasks required by the stormwater permit, as described in Table 5.2-2. These services are reimbursed as described in the next section (“Funding”). The City also contracts with several contractors to conduct services such as channel maintenance, street sweeping and solid waste collection (see Table 5.2-2).

Legal authority for administering and implementing the Sacramento Stormwater Quality Partnership jointly with the other permittees is provided by a memorandum of understanding (MOU). The MOU describes administrative roles and responsibilities for management of the program and performance of joint activities, as well as cost-share arrangements. Costs for joint activities are based on population of each permittee and are therefore may be subject to change during the term of the Stormwater Permit. More details about the MOU and Citrus Heights’ percentage cost share are included in Chapter 2, Section 2.2.

A MOU was executed between the City and the County Environmental Management Department (EMD) in 2004, for provision of industrial and commercial inspection and enforcement services required by the Stormwater Permit within the city limits. This MOU authorizes the EMD to conduct inspections and issue enforcement actions, using the legal authority provided by the County’s Stormwater Ordinance. EMD also passed a fee ordinance in 2004 which authorizes the agency to recover costs from the industrial and commercial facilities inspected so that the City’s other funding sources are not unduly burdened. More details about the MOU with EMD and EMD’s enforcement policy and procedures are included in Chapter 2, Section 2.7.

Funding

Funding for Citrus Heights’ stormwater program comes primarily from Stormwater Utility fees collected and administered by the County. Each year, the City works with the County to develop an annual work plan to describe revenues that will be reimbursed to the City for drainage and stormwater services it provides. The actual and projected revenues and program expenditures are detailed each year in the City’s Annual Work Plans and Annual Reports, submitted to the Regional Water Board. Stormwater Utility revenues are used to fund City-specific stormwater activities as well as the Partnership activities described in Chapter 2.

In addition to revenues derived from Stormwater Utility fees, Citrus Heights collects development impact fees from developers to fund some stormwater-related activities. This would include items such as plan checking for drainage and stormwater-related features, erosion and sediment control inspections during construction, and inspecting installation of stormwater quality facilities by the developer.

The City is also using some Measure A and gas tax funds to rehabilitate and maintain streets and associated drainage structures, including drain inlets, culverts, and roadside drainage ditches.

Recordkeeping and Reporting

The City prepares and submits the following documents to the Regional Water Board each year, in compliance with the Stormwater Permit:

- Annual Work Plan (May 1) – describes proposed activities and budget for coming fiscal year (July 1 – June 30).
- Annual Report (October 1) – describes activities conducted during the previous fiscal year, including compliance with performance standards and the Stormwater Permit. Proposes revisions to the Stormwater Quality Improvement Plan,.

Records and data are collected from all responsible City departments and groups each summer to prepare the Annual Report. The County also assists in compiling and describing information for the activities it conducts on the City's behalf.

The City's stormwater program staff maintains NPDES Stormwater Permit compliance files at City Hall, including all documentation necessary to demonstrate compliance with the permit. As required, the City will retain copies of all records and reports from the date of generation for at least five years.

Training for City Staff

The City ensures that all affected City staff and County contract staff receive annual refresher training as required by the Stormwater Permit. Staff are informed and educated about the Stormwater Permit and its impacts on their positions and responsibilities.

Training typically covers the following types of topics:

- General stormwater quality awareness objectives: where stormwater goes, how it becomes polluted, and how to prevent pollution.
- Background regulatory information appropriate to the audience.
- How to report/refer observed problems in the field.
- Information about enforcement and penalties appropriate to the audience.

The City trains the inspectors and engineers once a year, typically in the fall, at the start of the wet weather season. In any given year, training for City staff may be accomplished through relevant courses offered by Caltrans, Sacramento County, and other agencies.

Training for County contract staff is described in Chapter 3, Section 3.2.

Coordination with Other Agencies and Programs

Sacramento Stormwater Quality Partnership

The City is a member of the Partnership Steering Committee and the City Stormwater Program Manager (or his/her designee) participates in permittee coordination meetings to discuss topics such as:

- Implementation of regional Partnership activities, such as monitoring, target pollutant reduction, industrial stormwater compliance inspections, and regional public outreach.
- Status of consultant contracts and work products related to monitoring and development standards.
- Funding of activities conducted by others that benefit the Partnership, such as projects undertaken by the California Stormwater Quality Association (CASQA).
- Overall program evaluation and assessment.
- Proposed modifications to the SQIPs and/or stormwater permit.

Outside Agencies

The City coordinates with the following local and regional agencies (over which it lacks jurisdictional control) on a project-basis in order to ensure City-wide compliance with the Stormwater Permit:

- Sunrise Parks & Recreation District – owns and operates 15 parks in the city
- Sacramento Area Sewer District (formerly CSD-1) – owns and operates the sanitary sewer collection system in the City.
- Sacramento Regional County Sanitation District (SRCSD) - owns and operates the interceptor collection system and wastewater treatment plant, to which the City's sanitary sewage is delivered. Also, a portion of the funds from the City's Stormwater Utility is paid to the SRCSD to help fund continued Sacramento and American River monitoring in compliance with the Stormwater Permit (see Chapter 2, Section 2.4)
- Citrus Heights, Cal American and Sacramento Suburban Water Districts – own water pipes and associated structures in the public right of way and have utility easements and obtain encroachment permits to repair/replace facilities
- Sacramento Municipal Utility District (SMUD), Pacific Gas & Electric and other local utilities (e.g., Roseville Telephone, Comcast Cable) - own private utilities in the public right of way and have utility easements and obtain encroachment permits to repair/replace facilities
- Sacramento Metropolitan Fire District – conducts fire and hazardous materials spill response operations in the city
- San Juan Unified School District – owns and operates schools in the city (see Section 5.7)

Other Stormwater Programs

The City supports coordination and networking with other stormwater programs within California in order to share information and identify opportunities to work together. This

effort is facilitated by the City and County of Sacramento, through their active participation in the California Stormwater Quality Association (CASQA).

Activities for the 2008-13 Stormwater Permit Term

Table 5.2-3 at the end of this chapter summarizes the activities that will be conducted for this program element during the 2008-13 permit term, along with associated performance standards, effectiveness assessment methods and a five-year implementation schedule. The table was developed to demonstrate compliance with various provisions of the Stormwater Permit, as indicated on the table.

This section describes the planned activities in more detail.

Legal Authority

Incorporate Water Quality Principles into General Plan Update

The City will begin the process to update the General Plan in 2009, with completion anticipated by the end of 2010. During the update process, the City will adopt any necessary amendments to satisfy the 2008 stormwater permit requirements.

Update Codes and Standards

To promote consistency, the City will coordinate with the County to evaluate, and as recommended by the assessment, amend existing legal authority (e.g., Stormwater Ordinance) to provide adequate authority needed to enforce requirements of the 2008 Stormwater Permit. As required by the stormwater permit and indicated on Table 5.2-3, this will be accomplished within one year of the Regional Water Board's approval of the SQIP. The City will also consider and adopting changes made by the County to other ordinances (e.g., Land Grading and Erosion Control) and the Standard Construction Specifications and the Improvement Standards, as discussed in Sections 5.3 and 5.8 of this SQIP.

The City will continue to require the local development community to utilize the May 2007 *Stormwater Quality Design Manual for Sacramento and South Placer Regions* and will ensure that City planners and engineers attend training workshops related to implementation of the new manual. If conflicts arise between the criteria in the manual and the City's codes, the City will amend codes or recommend adjustments to the manual. The City will work with the County and other permittees to update the design manual to integrate LID and Hydromodification requirements, as discussed in Section 5.8.

Legal Authority Certifications

The legal authority certification by Citrus Heights's legal counsel is included in this SQIP as Appendix 5A. Another certification will be prepared for submittal with the ROWD in March 2013, as required by the stormwater permit.

Fiscal Analysis

Each year, through the City budgeting process, a fiscal analysis will be performed to ensure resources are available and allocated to carry out the proposed activities necessary for Stormwater Permit compliance. Projected budgets for each coming fiscal year will be presented in the Annual Work Plans (May 1), and actual expenditures for the previous fiscal year will be reported in the Annual Reports (October 1).

Recordkeeping and Reporting

SQIP

The City will revise the September 2009 SQIP based on Regional Water Board comments and/or comments received during the 30-day public review process conducted by the Regional Water Board. From then on, proposed modifications to the SQIP will be included in the annual reports, as required by the stormwater permit.

Annual Report and Annual Work Plan

As required by the stormwater permit, the City will submit an Annual Report by October 1st of each year detailing the activities accomplished and the quantitative data compiled during the previous fiscal year (July 1 -June 30). The report will be prepared using a standardized reporting format created in coordination with the other permittees.

By May 1st of each year, the City will submit an Annual Work Plan that details the activities proposed for the coming fiscal year.

The City and County of Sacramento will take the lead in submitting Regional Partnership Work Plans and Annual Reports to describe activities such as monitoring conducted jointly by all the permittees in the Partnership. Refer to Chapter 2 for additional information about regional Partnership activities.

Report of Waste Discharge (ROWD)

As required by the stormwater permit, the City will work with the other permittees to prepare a Report of Waste Discharge for submittal to the Regional Water Board 180 days prior to expiration of the current permit (submittal date March 2013). The ROWD will include a revised SQIP.

Training for City Staff

Training is an important aspect of Citrus Heights' Stormwater Program. Each year, all affected personnel and managers will be educated on the requirements of the Stormwater Permit relevant to their daily work. The training may be in the form of in-house meetings and briefings or external training conducted by the Partnership or others. See Sections 5.3 - 5.8 for additional information about training that will be conducted related to each of the program elements.

City elected officials and managers will be kept apprised of Stormwater Program activities and issues through briefings and interoffice memoranda.

Intra and Interagency Coordination

The City will coordinate internally to ensure all affected City staff, management and elected officials are aware of Stormwater Permit requirements and related program efforts.

During the 2009-10 fiscal year, the City will sign the updated Sacramento Stormwater Quality Partnership MOU which defines cost-sharing, agency roles, decision making, information sharing and reporting.

The Citrus Heights Stormwater Program Manager or his/her designee will attend Steering Committee meetings .

The Citrus Heights Stormwater Program Manager or his/her designee will continue to participate with other permittees on various work groups and subcommittees that have been formed to address specific activities, such as monitoring, target pollutants, and special studies. The City may make arrangements for the County to represent the City at these meetings.

The City will continue to coordinate with other outside agencies during the 2008-13 permit term, when multi-jurisdictional issues arise. These agencies may include Caltrans, Placer County, US Army Corps of Engineers, US Fish and Wildlife Service, and the California Department of Fish and Game, among others. A complete list of agencies was presented earlier in this section.

Effectiveness Assessment

The City will work with the other permittees to assess the effectiveness of the overall stormwater program as described in Chapter 2, Section 2.3. This approach is based on guidance provide by CASQA in its *Effectiveness Assessment Guidance* document (2007). In addition, the City will evaluate the effectiveness of its own program management activities related to permit compliance, as described in Table 5.2-3. This assessment will be done each summer during preparation of the annual report, and recommendations for program improvements or modifications will be made based on the results.

For this program management element, most activities have Level 1 effectiveness outcomes; this requires annual documentation that activities have been conducted as required by the stormwater permit. Level of effort (e.g., number of meetings attended) and resources expended (staff hours or costs) may also be tracked (also outcome level 1). The exception to this is training. During the 2008-2013 permit term, the City (or the County, on the City's behalf) will use quizzes, surveys and/or follow-up meetings with selected groups to assess the knowledge level of trained staff with a goal of increasing awareness (outcome level 2).

The City will contribute resources (per the permittee cost-share MOU) to the long term effectiveness assessment required by the stormwater permit (due with ROWD in March 2013).

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5.3 Construction Element

The goal of the Construction Element is to reduce the discharge of sediment and construction-related pollutants to the City's storm drain system and local creeks (e.g., Arcade Creek) to the maximum extent practicable.

Citrus Heights has relatively little new construction underway or planned for the future, since most of the City is already built out. Following completion of a few large commercial sites and the Stock Ranch residential project in 2003, construction will consist mainly of redevelopment and roadway improvement projects.

Construction Element Strategy

The City has established ordinances that provide the authority necessary for the city inspectors to address threatened and actual discharges of pollutants from construction operations. With this as a foundation, the City's strategy includes outreach and education, plan review and permitting, inspection and enforcement. The program applies to private as well as public construction projects, including those also requiring coverage under the State's Construction General Permit.

For the most part, the focus for inspection and enforcement activities is on land disturbing activities of one acre or more. However, smaller sites must comply with the City's Stormwater Ordinance (discussed in Chapter 5.2) and smaller site operators are educated and informed about ways to prevent erosion and pollution problems. As discussed previously, since it is built-out, the City's work in this area is expected to focus on redevelopment activities during the 2008-13 permit term.

Intra and Interagency Coordination

The two city departments most directly involved in construction activities are General Services (Engineering/Public Works) and Community Development (Building). Interdepartmental coordination is effectively accomplished on an informal basis through written correspondence and regular meetings related to specific projects. All city staff meets bi-weekly in the Council Chambers to discuss City Council items and management meets every other month to discuss projects. Development staffs in Building, Planning and Engineering as well as SMUD, Metro Fire District and Citrus Heights Water District meet bi-monthly to discuss all the development projects. The water district has also sent their construction inspectors and managers to the City's annual NPDES training.

The City coordinates with the other permittees to present a consistent, uniform message to the construction and development communities, since construction work is often multi-jurisdictional. For example, the City utilizes the same standard construction specifications and improvement standards as the County and other permittees.

The City meets quarterly with Sacramento Regional County Sanitation District (SRCSD) and Sacramento Area Sewer District (SASD) representatives to discuss upcoming projects and issues such as sewage spill response.

Lastly, the City attends monthly construction coordination meetings with all the utility agencies in the region. This forum includes a discussion of upcoming major projects and attempts to coordinate construction within the public right-of-way. This helps minimize the traffic and stormwater impacts.

The City assists the Regional Water Board in its enforcement of the State Construction General Permit by enforcing compliance with comparable local ordinances, verifying Notice of Intent (NOI) filings to obtain general permit coverage, spot checking the Stormwater Pollution Prevention Plans (SWPPPs) required by the general permit, and referring site operators who are suspected of not complying with the State regulations.

Accomplishments to Date

Since becoming a permittee to the Stormwater Permit in 2002, Citrus Heights has made several notable accomplishments related to the construction element:

- Adopted the Citrus Heights Municipal Code, including Chapter 18 (Building and Building Regulations, Article XII – Land Grading and Erosion Control) and Chapter 98 (Utilities, Article V - Stormwater Discharge) to provide the City legal authority to eliminate construction-related pollutant discharges into its storm drain system.
- Adopted the County’s standards and specifications for construction, including standard erosion and sediment control drawings.
- Developed and implemented procedures to require proof of NOI to comply with the Construction General Permit as a condition of obtaining grading permits for projects disturbing one acre or more
- As of June 1, 2007, hired City employees to issue building permits and conduct building inspection. Prior to that, the outside vendor had limited contract obligations which affected their ability to resolve stormwater issues at construction sites. City employees in the building department have no contract restrictions on enforcing and inspecting for stormwater violations.

Activities for the 2008-2013 Stormwater Permit Term

Table 5.3-1 at the end of this chapter summarizes the activities that will be conducted for the Construction Element during the 2008-13 permit term, along with associated performance standards, effectiveness assessment methods and a five-year implementation schedule. The table was developed to demonstrate compliance with Provision 8 of the Stormwater Permit.

This section describes the planned activities in more detail.

Legal Authority

The City’s Land Grading and Erosion Control Ordinance (Municipal Code Chapter 18, Article XII) requires a grading permit and erosion and sediment controls on all private projects disturbing 50 cubic yards or more of soil or one or more acres of land. All projects, including those disturbing less than 50 cubic yards and public projects, are subject to the City’s Stormwater Ordinance, which prohibits the discharge of sediments and other construction-related pollutants to the City storm drainage system. All projects that disrupt or modify the drainage pattern are subject to review and permitting.

To promote consistency, the City will coordinate with the County to evaluate existing legal authority to determine any amendments needed to satisfy the provisions of the 2008 Stormwater Permit and to reflect the State Water Board's new Construction General Permit, adopted September 2, 2009 (effective July 1, 2010). Necessary amendments will then be adopted. As required by the stormwater permit and indicated on Table 5.3-1, this will be accomplished within one year of the Regional Water Board's approval of the SQIP.

Plan Review and Permitting

The City will continue to conduct plan review and issue grading permits for construction projects in Citrus Heights for conformance with the ordinances, codes and standards described previously. Improvement plans will be checked for inclusion of erosion and sediment control (ESC) plan sheet(s) to satisfy the requirements. The ESC plan will be checked in the field by the City inspector during construction. During the planning stage, projects will also be checked to verify that any other applicable environmental permits have been obtained from Dept. of Fish and Game (1600 Streambed Alteration Agreement), US Army Corps of Engineers (404 permit) and Regional Water Board (401 Certification).

In addition to satisfying all applicable local permitting requirements, private and public projects in Citrus Heights disturbing one or more acres of land are required to obtain coverage under the State's Construction General Permit. Prior to issuing a grading permit, the City will continue to verify that a State-required NOI was filed and will check the SWPPP for the six items required by the stormwater permit.

The City plans to continue using standards and specifications adopted by the County to describe requirements for BMPs at construction projects to control sediment and other pollutants. All erosion and sediment control plans for projects in Citrus Heights will be checked for conformance with the standards and specifications.

To promote consistency, the City will coordinate with the County to evaluate existing codes, standards, specifications and training programs and determine necessary updates to be consistent with the State Water Board's new Construction General Permit, adopted September 2, 2009 and effective July 1, 2010. Necessary amendments will then be made. The rainy season workshops offered in fall 2009 will inform agency staff and the local construction community about the new permit to help facilitate compliance.

Pollution Control at City-Owned Construction Projects and Other Projects Not Subject to City's Permitting Process

All City construction projects will be subject to the same ordinances and standards as private projects. Provisions will be included in design and construction contract specifications to require compliance. City project managers or their consultants will obtain coverage under the State's Construction General Permit as required. City inspectors will inspect and conduct enforcement for these projects as described later in this section.

The City lacks jurisdictional control over projects that may be constructed in Citrus Heights by utilities, special districts (e.g., water, sewer, schools, parks) and other agencies; therefore, such projects are not subject to the City’s plan review and permitting process. However, the projects will be subject to the City’s Stormwater Ordinance. The City will coordinate with these agencies on a project basis to ensure compliance with the Stormwater Ordinance and to ensure coverage as required by the State’s Construction General Permit. In addition, the City will continue to:

- meet with SRCSD and SASD representatives to discuss upcoming projects and issues such as sewage spill response (meetings held semi-annually)
- invite the Citrus Heights Water District to attend the City’s development coordination meetings
- Invite water district construction inspectors and managers to attend the City’s annual NPDES training
- Attend construction coordination meetings with all the utility agencies in the region to discuss upcoming major projects and coordinate construction within the public right-of-way (this helps minimize traffic and stormwater impacts) (meetings held approximately monthly)

Track/Inventory Active Construction Projects

The City will continue to maintain a database to track public and private active construction sites and will use this information to schedule/prioritize inspections and develop annual reports.

Inspection and Enforcement

Citrus Heights’ Engineering/Public Works Department inspectors will continue to conduct inspections of all construction projects in the City to ensure compliance with the requirements set forth in the City’s ordinances. This includes checking sediment and erosion control measures and verifying that projects disturbing one acre or more have obtained coverage under the State’s Construction General Permit. General Permit non-filers and repeat offenders (3 or more violations) will be referred to the Regional Water Board as required by the Stormwater Permit.

The City will continue to prioritize sites as either “high” or “moderate” threat to water quality and inspect according to this schedule:

- High priority sites – inspected twice monthly during the wet season (October 1 – April 30) and monthly thereafter.
- Moderate priority sites – inspected monthly throughout the year.

New projects will be assumed to be high priority until successive inspections demonstrate that they can be downgraded to moderate priority. The criteria for making this determination will include factors such as: project size, amount and nature of site activity, sensitive site conditions (e.g., proximity to a creek, steep slopes or erosive soils), and history of prior violations by the contractor(s).

Progressive enforcement action will be taken by the construction inspectors when violations of local ordinances are observed, including discharge of sediments and other construction-related pollutants to the storm drain system or local creeks.

Education and Training

The City will continue to provide education and guidance to affected City staff (annually), covering topics such as: current regulations and changes, local procedures and standards, BMPs, new technology, and inspection and maintenance practices. City staff will be encouraged to attend events sponsored by the Partnership, as described below.

The City will support Partnership-sponsored wet season and other training events for the construction community (developers, contractors, engineers, designers) as well as those hosted by local groups such as the Building Industry Association (BIA). This coordinated training helps ensure consistency for the local construction community (which works throughout the Sacramento area, across various municipal lines), promotes stronger ties with professional organizations, and is cost-effective.

Various forms of educational materials will be distributed in different methods, depending on the target audience and message. Typical formats might include training workshops, brochures, and guidance documents and standards. Education will also be provided through the entitlement and plan check process, preconstruction meetings, and example documents. Citrus Heights will continue to contribute funding (through the permittee cost-share MOU) for the development and production of outreach materials such as brochures for concrete and painting, printed in English and Spanish.

Effectiveness Assessment

The general approach to assessing the effectiveness of the stormwater program and individual program elements is described in Chapter 2. Table 5.3-1 describes the assessment methods the City will use to more specifically evaluate the construction program element activities during the 2008-13 permit term. The goal will be to move toward outcome levels 2 and 3 (changing awareness and behavior, respectively, of the regulated construction community) for some tasks. The remaining tasks will continue to be evaluated at outcome level 1 (documenting and confirming permit compliance).

Key indicators have been selected for various tasks to demonstrate progression towards overall stormwater program goals for this particular element. A summary of the status of key indicators will be used to assess overall program effectiveness in the annual reports.

Effectiveness assessment results will be presented in the annual reports and may be used to recommend modifications to the SQIP.

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5.4 Commercial/Industrial Element

The goal of the Commercial/Industrial Element is to reduce the discharge of stormwater pollutants to the maximum extent practicable and to effectively eliminate illegal non-stormwater discharges from commercial and industrial facilities and operations in Citrus Heights.

Commercial/Industrial Element Strategy

Citrus Heights contracts with others to most effectively perform some of the activities required for this program element.

The City has a MOU with Sacramento County EMD to conduct triennial inspections as required by the stormwater permit of over 270 commercial/industrial facilities in Citrus Heights. The types of facilities are described in Table 5.4-1 to characterize the make-up of the City's commercial and industrial sectors. The majority of these facilities are restaurants, and there are quite a few gas stations and auto repair shops, but virtually no industry. The EMD MOU authorizes trained and qualified EMD inspectors to conduct inspections and issue enforcement actions, using the legal authority provided by the City's Stormwater Ordinance. EMD also passed a fee ordinance in 2004 which authorizes the agency to recover costs from the industrial and commercial facilities inspected so that the City's other funding sources are not unduly burdened. The work performed by EMD on the City and other permittees' behalf is described in Chapter 2 (Section 2.7).

Table 5.4-1. Commercial/Industrial Facilities in Citrus Heights Subject to EMD Inspections

Commercial/Industrial Category	No. Facilities (2008)
Auto body shops	8
Auto repair shops	31
Auto dealers	5
Equipment rental facilities	0
Kennels	4
Nurseries	2
Retail gasoline outlets (i.e., gas stations)	22
Restaurants	198
Facilities covered by the State's Industrial General Permit	1
Total	271

The City contracts with Sacramento County to conduct complaint-based inspections of other businesses within the city. See Chapter 3, Section 3.4 for details. Citrus Heights and other permittees contract with the Business Environmental Resource Center (BERC) to conduct outreach to targeted local businesses in each of their jurisdictions. This work, which is described in Chapter 2 (Section 2.7), includes maintaining and updating a database of businesses subject to outreach.

Intra and Interagency Coordination

The City signed an MOU with EMD to conduct stormwater compliance inspections on its behalf as described previously. The City participates in meetings with the other permittees and EMD to discuss the permit-required inspection program, resolve problems and identify improvements. EMD coordinates with the other permittees, BERC and various business groups and trade associations during the course of implementing the program. Additional details about this coordination are contained in Chapter 2, Section 2.7.

The County takes care of all other coordination needed for conducting the activities described in this section on the City's behalf; this work is covered by the City/County agreement for services that was executed when the City incorporated.

Accomplishments to Date

Refer to Chapter 2, Section 2.7 for a description of accomplishments to date.

Activities for the 2008-2013 Stormwater Permit Term

The following information briefly describes the activities conducted by County EMD, County DWR and BERC on the City's behalf. Refer to Chapter 2 (Section 2.7) and Chapter 3 (Section 3.4) for additional details, including tables for the 2008-13 permit term that show proposed activities, performance standards, assessment methods and the five-year implementation schedule.

Legal Authority

The County's Stormwater Ordinance will continue to provide legal authority to the EMD and the County for regulating commercial businesses and industries in Citrus Heights with respect to stormwater pollution. As specified by the stormwater permit, the Stormwater Ordinance will be evaluated within one year of SQIP approval to ensure there is adequate authority to enforce all permit requirements, and necessary amendments will be made.

Priority Industry Identification

The industries and commercial business categories subject to EMD stormwater compliance inspections were listed in Table 5.4-1. The businesses subject to targeted outreach by BERC are mainly mobile operations without a fixed base of operation. These are the same business categories that were targeted during the 2002-08 permit term. See Chapter 2, Section 2.7 for more details.

Triennial Industrial Stormwater Compliance Inspections

EMD will continue to conduct triennial inspections at priority industrial facilities in Citrus Heights (see Table 5.4-1) and conduct associated enforcement and education, on the City's behalf. The first cycle of inspections was completed in June 2007 and the second cycle will be completed in June 2010. EMD will continue to maintain its database and generate monthly violation reports, as well as all the required information for the Citrus Heights Annual Reports.

Refer to Chapter 2, Section 2.7 for more information.

Complaint-Based Stormwater Compliance Inspections

County DWR stormwater staff will inspect other businesses not addressed by EMD's program described above within the City of Citrus Heights on a complaint basis. Refer to Chapter 3, Section 3.4 for more information.

Educational Outreach

BERC will conduct outreach to targeted businesses within Citrus Heights, under contract to the Partnership. Outreach will be conducted with businesses considered potential temporary or intermittent sources of unauthorized non-stormwater discharges and/or stormwater pollution. Most of the businesses (e.g., carpet cleaners, pressure washers) are mobile operations without a single base of operation, so they are difficult to track. Educational materials will also be distributed via City and County public counters, through trade associations and industry suppliers, and at workshops and other events.

Refer to Chapter 2, Section 2.7 for more information.

Effectiveness Assessment

The general approach to assessing the effectiveness of the stormwater program and individual program elements is described in Chapter 2. Section 2.7 in Chapter 2 and Section 3.4 in the County's SQIP describe the assessment methods EMD, the County (on the City's behalf) and BERC will use to more specifically evaluate the commercial/industrial program element activities conducted during the 2008-13 permit term. Effectiveness assessment results will be presented in the annual reports and may be used to recommend modifications to the SQIP.

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5.5 Municipal Operations Element

The Municipal Operations Element specifies activities for controlling stormwater pollution which may occur during operation of city-owned facilities in Citrus Heights, to keep pollutants from entering storm drains and local creeks. City-owned facilities include public buildings, parking lots, roads, bridges, landscape medians, storm drains and drainage ways. The City is not responsible for facilities and operations managed by federal and state agencies, special districts (e.g., parks, school, sewer, water, transportation) and private utilities.

Typical municipal activities include solid waste hauling and disposal; hazardous and recycling waste collection, storage and disposal; vehicle and equipment washing and maintenance, pipe, channel and basin maintenance and repair/replacement, street cleaning, street overlays and repairs, vegetation management and graffiti abatement. Municipal operations activities will be conducted in a manner that does not inadvertently contribute pollution to local waterways. Another important goal is to set the example of model pollution prevention for the public.

Inventory of City Operations and Related Stormwater Activities

The Municipal Operations Element addresses operation and maintenance of the following City-owned facilities and infrastructure within the Stormwater Permit area:

Buildings – The City owns and operates the City Hall complex and the Police Service Center. Vehicle maintenance and parking lot maintenance is contracted to offsite vendors. There are no known stormwater issues with this complex. The City does not own a corporation yard.

City parks – 15 parks within the City are operated and maintained (including vegetation and waste management) by the Sunrise Recreation and Parks District. The District follows the County’s guidelines for stormwater quality.

Storm Drain System

Piped storm drain system – Approximately 150 miles of storm drain pipe and 2,900 associated manholes (as reported in the 2007/08 annual report) are maintained by the County Department of Water Resources under contract. See Chapter 3, Section 3.5 for a description of County maintenance practices.

Storm drain inlets – The City has almost 6,000 storm drain inlets within its jurisdiction that are maintained by County DWR (as reported in the 2007/08 annual report). Most storm drain inlets were marked with “no dumping” messages in previous years through the City’s contract with the Sacramento Local Conservation Corps. The remaining inlets will be marked during the 2008-13 permit term and County crews will replace any illegible markings observed during routine storm drain maintenance activities.

Channels and creeks – Over 40 miles of manmade drainage channels and natural creeks are maintained by the City (as reported in the 2007/08 annual report), including portions of Arcade, Cripple, San Juan, Mariposa, Brooktree, Coyle, and Sunrise Branch Creeks, and various unnamed tributaries.

The City contracts with the Sacramento Local Conservation Corps to maintain the vegetated channels and creeks. The supervising field managers are taught the proper methods for clearing vegetation without exposing the slopes to excessive erosion. All cropped vegetation is removed from the creek and taken to the landfill.

Detention basins – The City has no water quality detention basins in its jurisdiction.

Transportation Facilities

Curbed Streets – About 710 curb miles of curbed streets are cleaned by a vendor under contract with Public Works (as reported in the 2007/08 annual report). The minimum sweeping frequencies are as follows:

- Priority A streets (arterials) – Once a month, year round
- Priority B streets (collectors) – Once every other month, year round
- Priority C streets (residential streets) – Once every 3 months, year round

Roads and Roadside Vegetation – Various contractors retained by Public Works maintain and repair roads and roadside vegetation. This work is performed in a manner that minimizes erosion and protects stormwater quality. Roadside ditches are hand-trimmed by the Local Conservation Corps. A section of Old Auburn is sprayed with Round-up by licensed pesticide applicators after the rainy season has ended and the weeds have stopped growing.

City-owned parking lots – The City owns a 2-acre parking lot exposed to rainfall (associated with the City Hall complex and Police Center); this is cleaned by a maintenance contractor hired by the City's Public Works Department. For budgeting purposes the City Public Works conducts a detailed inspection of the entire facility on yearly basis.

State, Federal and Special District Agency Facilities and Activities

The City's activities under the Municipal Operations Element do not address activities conducted by or facilities operated by federal or state governmental agencies or special districts (e.g., San Juan Unified School District). City stormwater inspectors are authorized to issue enforcement actions to the owners of such facilities if discharges from the facilities contribute pollution to the City-owned storm drain system or local creeks.

Municipal Operations Element Strategy

In order to minimize potential adverse environmental effects associated with constructing, operating, and maintaining city facilities, the City has adopted these strategies for the Municipal Operations Element:

- Provide training and technical assistance to target employees and facilities.
- Evaluate activities, facilities, employee training and any available Municipal SWPPPs to improve procedures and BMPs to address stormwater quality concerns; and

- Conduct record keeping and documentation of processes to allow for continuous assessment evaluations in order to achieve improvements with Stormwater Permit compliance.

These combined efforts help ensure that City and contractor operations and maintenance staff understand, implement, and demonstrate compliance with the Stormwater Permit in order to reduce stormwater pollution to the maximum extent practicable.

Intra and Interagency Coordination

The City coordinates with the other permittees to share information, strategies, and recommended practices related to operation and maintenance of City-owned facilities.

The City coordinates with special districts (listed previously in Section 5.2) to make sure that measures are in place to protect the City's storm drain system and local creeks and rivers.

Accomplishments To Date

Since becoming a permittee to the Stormwater Permit in 1997, Citrus Heights has made several notable accomplishments related to the Municipal Operations Element:

- Compiled the inventory of City-owned facilities and operations. The inventory helps with tracking activities and the City updates the inventory each year for the annual report.
- Established contracts needed to complete municipal operations activities, including contracts with Sacramento County DWR, a waste hauler, a street cleaning contractor and various maintenance vendors.
- Worked with local environmental groups to determine alternative environmentally-friendly ways to conduct overbank cleaning of natural creeks and streams
- Established routines for collecting and compiling data to assess activities and document regulatory compliance (e.g., County and City staff routinely log the quantity of pipes, channels, basins, storm drain inlets, manholes, and roadways cleaned.) This information is tallied and presented in annual reports.
- Through the Partnership, supported the County's development of the *River Friendly Landscaping Guidelines* (2007) and associated *Homeowners' Guide* (2008). This program won the 2008 Environmental Leadership award from the Sacramento Environmental Commission.

Activities for the 2008-2013 Stormwater Permit Term

Table 5.5-1 at the end of this chapter summarizes the activities that will be conducted for the Construction Element during the 2008-13 permit term, along with associated performance standards, effectiveness assessment methods and a five-year implementation schedule. The table was developed to demonstrate compliance with Provision 10 of the Stormwater Permit.

This section describes the planned activities in more detail. The City contracts with County DWR to conduct some of the activities for this program element. Those activities are summarized very briefly below; see Chapter 3, Section 3.5 for more details about County activities.

Illicit Discharge Response

The County, on behalf of the City, will respond quickly to incidents where an illicit discharge threatens to enter or enters the storm drain system. For incidents involving hazardous materials, the Metro Fire District or the City's environmental response contractor will get involved. See Section 5.6 and Chapter 3, Section 3.6 for a description of activities conducted by the County.

Stormwater Pollution Control for Construction and Development of City-Owned Projects

Construction and development of City projects (e.g., new facilities, widened roadways) will be subject to the same requirements applying to private construction and development projects, as described in Sections 5.3 and 5.8, except that grading permits are not required

City construction projects disturbing one or more acres will be covered by the State's Construction General Permit. Smaller projects will be subject to the City's Stormwater Ordinance. City departments with facilities and activities covered under separate state permits are not only responsible for ensuring compliance with those permits but are also responsible for complying with the requirements of the City's municipal stormwater permit.

Facility Management

Maintenance of Buildings

The buildings owned by the City at the City Hall complex will be maintained by maintenance contractors and a couple staff members. Maintenance will include vegetation management, pest control, and parking lot cleaning. Weeding and parking lot cleaning will be accomplished by volunteers and juveniles sent by the Police Department for minor infractions. Power washing or mechanical sweeping is required on the City campus. See the pest management and parking lot maintenance activities described later in this section, which are designed to minimize discharge of pollutants to the storm drains and creeks

The City does not own a corporation yard or any other buildings. The City does not have any leased facilities at this time.

Integrated Pest Management (IPM)

The City and its contractors will implement IPM procedures in compliance with the Pesticide Plan developed by the Partnership and approved by the Regional Water Board. The following is a summary of the activities:

- Pest control operations contracted by the City relate to City-owned buildings will be done only when ant problems arise; cats in the area have controlled any rodent issues.

- City will continue to use pesticides on its rose garden as little as possible.
- Herbicides will continue to be applied by City maintenance contractors for weed control at City's direction but never in the creek areas. Use varies by rain pattern and growth.
- Kiki Goats will be used as an alternative method to clear excessive natural vegetative fuels within the floodplain.
- The landscape contractors will not use chemicals in the medians and roadside ditches.
- A section of Old Auburn will continue to receive a dose of Round-up once a year at the end of the rainy season; the work will be conducted by licensed pest applicators.
- The City will promote and distribute the award-winning River Friendly Landscaping Guidelines and associated Homeowners' Guide to residents and landscape contractors doing work in the City.

The City is not responsible for pest control or other maintenance activities conducted at parks and open space in the city.

Storm Drain System Maintenance

Maintenance of the Piped Storm Drain System

The City will continue to contract with the County DWR to conduct these services on the City's behalf. The County will employ the same procedures they use for cleaning their own system. Refer to Chapter 3, Section 3.5 for this information.

Maintenance of Creeks and Channels

The City will continue to contract with the Sacramento Local Conservation Corps to maintain the creeks and channels in the city. Hand methods will continue to be used for this cleaning and vegetation is retained on slopes to prevent erosion.

Storm Drain Inlet Marking

Because storm drain inlet stenciling does not last long, the City now uses glue-down permanent decals. The new decals used on inlets have handling restrictions on the glue that preclude volunteers from doing the work.

County maintenance crews will continue to check the legibility of existing storm drain stencils and markings during routine maintenance activities and replace any that are noted as damaged or missing as soon as practicable. The city planners, engineers and field inspectors will continue to verify that new storm drain inlets installed in new developments include a permanent "No Dumping" message.

Operation and Maintenance of Transportation Facilities

Prioritized Street Sweeping for Curbed Streets

The City will continue to contract with a vendor for street sweeping on curbed streets, to follow the prioritized schedule described at the beginning of Section 5.5.

Maintenance of Roads and Roadside Vegetation

The City will continue to contract with vendors to conduct these services on the City's behalf.

Road maintenance contractors that apply paints, thermo-plastic, bituminous materials, crack seal compound, slurry seal and other products are required to provide wet-street booming when they disturb the base rock, shoulder soils, or apply a rock chip. If a water truck is required to help scrub the pavement, rock bags and DI filters are required.

Roadside vegetation is hand trimmed and the vegetation is removed and dumped into green waste receptacles. The crews are trained and supervised on the proper trimming methods to minimize future erosion.

Inspection and Maintenance of City-Owned Parking Lots

The City owns two acres of parking lot exposed to rainfall (associated with the City Hall complex and Police Center); these will be cleaned by a vendor under contract to the City's Public Works Department at least annually prior to the wet season, but likely much more frequently. Maintenance activities will include trash/debris removal, sweeping, and pressure washing of oil stains (involving collection and proper disposal of the waste water.)

Waste Management Services

The City will continue to contract with a waste collection contractor for residential solid and green waste and general recycling collection and hauling services in the city. Waste oil is also collected curbside as well as paints and a limited amount of household hazardous wastes. The contractor does not have any storage/staging yards or facilities within the city. Wastes are taken to a transfer facility located outside the city limits, and from there the wastes are transported to appropriate landfills/disposal sites.

Citrus Heights residents will be able to continue to take household hazardous wastes to one of the two regional transfer stations operated by the City and County of Sacramento. The City pays for this service (set fee per vehicle) to make it free and as convenient as possible for residents. See Chapter 3, Section 3.5 and Chapter 4, Section 4.5 for descriptions of the facilities.

Operation and Maintenance of City Parks

The Sunrise Recreation and Park District will continue to manage the 15 parks within the city limits. The City of Citrus Heights will coordinate with the district during the 2008-13 permit term to ensure that pollutants are not discharged to the City's storm drain system or local creeks due to the Park District's operations.

Employee and Contractor Training

Training for County employees conducting work in the city is described in Chapter 3, Section 3.5. City contractors are responsible for training their own personnel to comply with all environmental regulations applicable to their work, including the City's stormwater ordinance.

Effectiveness Assessment

The general approach to assessing the effectiveness of the stormwater program and individual program elements is described in Chapter 2. Table 5.5-1 describes the assessment methods the City will use to more specifically evaluate the municipal operations program element activities which it conducts. Assessment activities to be conducted by the County on the City's behalf are described in Chapter 3, Section 3.5. The goal will be to move toward outcome levels 2 and 3 (changing awareness and behavior, respectively, of the city and County employees and contractors) for some tasks. The remaining tasks will continue to be evaluated at outcome level 1 (documenting and confirming permit compliance).

Key indicators have been selected for various tasks to demonstrate progression towards overall stormwater program goals for this particular element. A summary of the status of key indicators will be used to assess overall program effectiveness in the annual reports.

Effectiveness assessment results will be presented in the annual reports and may be used to recommend modifications to the SQIP.

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5.6 Illicit Discharge Element

The goal of the Illicit Discharge Element is to reduce the discharge of stormwater pollutants to the maximum extent practicable and to effectively eliminate prohibited non-stormwater (illicit) discharges. Any material dumped or discharged into the City's storm drain system eventually makes its way to a local creek and rivers, where it can impair beneficial uses. This is true whether the material is classified as hazardous or not. Water quality, habitat, recreation and aesthetics are all examples of benefits that can be impacted.

The storm drain system consists of a network of drain inlets, manholes and piping, as well as streets, sidewalks, gutters and roadside ditches, which discharge to local creeks and rivers. Stormwater runoff from driveways, parking lots, roof drains and other surfaces typically discharge into this system.

Two kinds of discharges are addressed by this element:

- *Illegal dumping* – Dumping of liquid or solid wastes into the storm drain system. Examples include mobile carpet cleaning companies discharging dirty rinse water into a storm drain manhole, a homeowner dumping used motor oil into a storm drain inlet, or a person dumping garbage or other wastes into drainage channels and creeks.
- *Illicit connection* – A piped connection allowing sanitary sewage to flow into the storm drain system. For example, a washing machine plumbed into the storm drain system rather than the sanitary sewer.

Illicit Discharge Element Strategy

The City's strategy for eliminating illicit discharges to the storm drain system and local waterways is essentially the same as the County's. It includes:

- Maintaining adequate legal authority to prohibit illicit discharges. This is accomplished through the City Stormwater Ordinance. Since Citrus Heights adopted the County Stormwater Ordinance into its municipal code, prohibitions of illicit discharges apply within city in the same manner as they do in the county. City and County staff are authorized to enforce the ordinance within the City limits.
- Conducting ongoing field screening to detect illicit discharges and connections as a part of routine maintenance and repair of the storm drain system and local creeks, and enforcing against dischargers. The City contracts with County DWR for these services for the piped system, and with Sacramento Local Conservation Corps for the natural creek system.
- Providing convenient means for residents to dispose of solid and household hazardous wastes.
- Educating City staff, contractors and the public about how to identify and report illicit discharge problems. This effort includes educational materials, signage and training.

- Providing a hotline for public reporting of problems and responding in a timely manner. The City supports the regional stormwater hotline 808-4H20 for this purpose.

Intra and Interagency Coordination

The City coordinates with the County for maintenance of the storm drain system in Citrus Heights. County crews conduct ongoing field screening for illicit discharges and connections as part of this work. They, in turn, will coordinate with other appropriate County departments or the City to clean up and dispose of any polluted wastewater. If progressive enforcement action against the discharger does not eliminate the problem, the County will then coordinate with legal counsel.

The City coordinates with field crews from the Sacramento Local Conservation Corps to make sure that they have the education and training needed to detect and report illicit discharges to the creeks in the city.

The City coordinates with the other permittees in the Partnership to produce educational materials and messages designed to eliminate illicit discharges.

The City contracts with Allied Waste for solid waste management and curbside pickup of used oil for residents of Citrus Heights. Allied also collects limited household hazardous waste, which is manifested to the proper landfill.

Accomplishments To Date

The following highlights major accomplishments for the Illicit Discharge Element:

- In 1998 the City adopted the County’s Stormwater Ordinance (Citrus Heights Municipal Code Chapter 98, Article V), which makes most discharges to the storm drain system illegal and in recent years the City revised the ordinance to strengthen its legal authority.
- 95% of storm drain inlets in the City were stenciled with the “No Dumping — Drains to Creek” message, primarily using volunteers.
- As required by the County’s Improvement Standards (used by the City), permanent “No Dumping” stamps were applied to all new concrete storm drain inlets installed as part of development projects such as Stock Ranch.
- In 2006, the Partnership set up a new hotline, 808-4H20, which allows callers to report incidents of illegal dumping and illicit discharges. The hotline is now widely advertised on all Partnership educational materials, media spots, and on the web site.
- The City contracted with the County to conduct field screening of its storm drain system. Open channels, priority piped outfalls and outfalls larger than 36 inches were all inspected in a phased program over a two-year period. No illicit discharges or connections were discovered during these investigations.

- Starting in 2004, the County created and annually updated an illicit discharges map to identify “hot spot” problem areas in Citrus Heights requiring additional or more frequent investigations. To date, no such areas have been identified.

Activities for the 2008-2013 Stormwater Permit Term

Table 5.6-1 at the end of this chapter summarizes the activities that will be conducted for the this program element during the 2008-13 permit term, along with associated performance standards, effectiveness assessment methods and a five-year implementation schedule. The table was developed to demonstrate compliance with Provision 11 of the Stormwater Permit.

This section describes the planned activities in more detail. The City contracts with County DWR to conduct some of the activities for this program element. Those activities are summarized very briefly below; see Chapter 3, Section 3.6 for more details about County activities.

Update Stormwater Ordinance and Improve Enforcement Authority as Needed

The City has adopted the County’s Stormwater Ordinance into its code, therefore, amendments made by the County during the permit term to enhance legal authority will also apply to the City.

Reporting of Illicit Discharges

Through the contract with the County, the City will continue to contribute funding to the Partnership’s 808-4H20 hotline to facilitate public reporting of problems in the City. Also, County crews will distribute door hangers and other educational materials in neighborhoods where they observe illicit discharge problems.

Ongoing Field Screening to Detect Illicit Discharges and Connections

Activities to prevent and reduce illicit discharges to the piped storm drain system and creeks within the City of Citrus Heights will continue as a coordinated activity by Citrus Heights, the County and the Sacramento Local Conservation Corps.

County, City and Sacramento Local Conservation Corps crews responsible for inspecting and maintaining the piped storm drain system, creeks and channels, and roads/roadside ditches in the City will continue to be trained how to identify, clean up and/or refer and report observed incidents of illicit discharges. Follow-up will be conducted for any observed flows suspected of containing pollutants to attempt to trace the flow to its source and eliminate any unauthorized non-stormwater discharges.

County and City crews will also respond to complaints from the public and referrals from County industrial inspectors, the Regional Water Board and others. Problems will be addressed on an individual basis depending on the nature of the discharge.

Illicit Discharge Response, Containment and Clean-up

The County will continue to conduct response, containment and clean-up activities on behalf of the City as needed to eliminate illicit discharges in Citrus Heights. See Chapter 3, Section 3.6.

Enforcement

City staff in the Neighborhood Enhancement and Building Divisions or County DWR staff will continue to use the Stormwater Ordinance to conduct enforcement against illicit dischargers. The County's activities are described in Chapter 3, Section 3.6.

Data Management

The County will continue to track data and update the Citrus Heights illicit discharge map that shows the location of illicit discharges for identifying potential needs for further investigation or possibly outreach. See Chapter 3, Section 3.6. A new Geographical Information System (GIS)-based computer maintenance management system, Cityworks, is being implemented in May 2009 to track work orders and service requests. The City's maintenance coordinators will open work orders for the city vendors, to include the Conservation Corps. Vendors will return the work orders with the quantities of work as well as quantities of waste or debris collected. This system will allow the City to identify and better focus future maintenance efforts on the problem areas.

Solid Waste and Household Hazardous Waste Programs

Citrus Heights will continue to contract with a private waste hauler to provide waste, recycling and green waste collection and disposal services for the city residents, as a means of deterring illegal dumping. This program includes curbside pickup of used motor oil. Residents must take household hazardous waste to the North Area County transfer station. Refer to Section 5.5 for more details.

Education and Outreach

To educate the public and to minimize illegal discharges of waste into the storm drain system, County maintenance crews will continue to mark or re-label storm drain inlets with "No Dumping" decals. Additional "No Dumping" signage along the creeks may be installed based on future recommendations from the public or maintenance crews.

Employee and Contractor Training

Training for County employees conducting work in the city is described in Chapter 3, Section 3.6. As discussed previously, the City coordinates with field crews from the Sacramento Local Conservation Corps to make sure that they have the education and training needed to detect and report illicit discharges to the creeks in the city. Other City contractors are responsible for training their own personnel to comply with all environmental regulations applicable to their work, including the City's stormwater ordinance.

Effectiveness Assessment

The general approach to assessing the effectiveness of the stormwater program and individual program elements is described in Chapter 2. Table 5.6-1 describes the assessment methods the City will use to more specifically evaluate the illicit discharge program element activities which it conducts. Assessment activities to be conducted by the County on the City's behalf are described in Chapter 3, Section 3.6. The goal will be to move toward outcome levels 2 and 3 (changing awareness and behavior, respectively, of the city and County employees and contractors) for some tasks. The remaining tasks will continue to be evaluated at outcome level 1 (documenting and confirming permit compliance).

Key indicators have been selected for various tasks to demonstrate progression towards overall stormwater program goals for this particular element. A summary of the status of key indicators will be used to assess overall program effectiveness in the annual reports.

Effectiveness assessment results will be presented in the annual reports and may be used to recommend modifications to the SQIP.

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5.7 Public Outreach Element

The goal of the Public Outreach Element is to raise awareness and foster community stewardship to help prevent pollution and protect local creeks and rivers.

Public Outreach Element Strategy

The City contracts with Sacramento County to conduct most of the public outreach activities for Citrus Heights residents. For details about the County's public outreach activities, refer to Chapter 3, Section 3.7. Citrus Heights also contributes to regional public outreach (discussed in Chapter 2, Section 2.6) through the permittee cost-share MOU.

In addition, the City conducts these types of public outreach activities on its own, as discussed in more detail later in this section:

- Educating City Council and department managers about the stormwater program and impacts to the city, and garnering support for Partnership efforts.
- Responding to local resident and business phone calls received by 808-4H20.
- Making Partnership outreach publications such as brochures available to the general public and development project applicants at the public counter.
- Working with community groups and neighborhood associations on various efforts.

Public Outreach Target Audiences in Citrus Heights

There are approximately 90,000 residents in the City of Citrus Heights. The San Juan Unified School District operates 11 schools within the City limits, including 2 high schools, 1 middle school and 11 elementary schools, with a combined total student population of about 10,945. About 3,700 students are enrolled in grades 3-6 (this has traditionally been a target age range for stormwater pollution prevention messages).

There are numerous community organizations, 11 homeowner associations and environmental groups represented in Citrus Heights; the most influential being the neighborhood associations. Each neighborhood is represented on the Resident's Empowerment Association of Citrus Heights (REACH), a non-profit umbrella organization which can apply for grants to fund neighborhood activities, projects, and improvements. Staff has used these neighborhood meetings in the past to discuss flooding and water quality issues.

The Sacramento Bee is the major newspaper serving the region and the City of Citrus Heights. The City publishes its own *Citrus Heights Connections* community newsletter about four times a year. Other media includes television and radio stations that serve the greater Sacramento area.

Intra and Interagency Coordination

The City's Engineering Dept. in General Services coordinates with City Council, the City Manager's office and other departments throughout the year to educate and share information.

Citrus Heights coordinates with the other cities in the County on regional public outreach issues through the Partnership. Activities such as the regional media campaign are discussed, and agreements made, during permittee steering committee meetings, described in Chapter 2, Section 2.2.

Accomplishments To Date

Chapter 2, Section 2.6 describes major Partnership accomplishments related to public outreach. In addition, the following describes several major accomplishments made by the City:

- The City helped coordinate and host the Partnership stormwater informational booth at various annual local community events, such as the Harvest Festival, the Community Campout and the Safety Fair.
- The City annually contributed funding to the Urban Creek Council’s Creek Week program and hosted a creek week clean up event in Citrus Heights.
- Working through a school network program called “Building Bridges”, City staff provided articles in the school paper and promotional materials to classrooms, some of which focused on the environment and storm drain protection.
- City staff initiated and coordinated volunteer stenciling of storm drain inlets in the city as an educational activity. Through this program, community and civic organizations were encouraged to apply “No Dumping” messages to storm drain inlets using City-supplied materials and instructions.
- The City participated in the Arcade Creek watershed project, an effort spearheaded by the City of Sacramento. The project is designed to assess/restore the health of Arcade Creek and its tributaries.

Activities for the 2008-2013 Stormwater Permit Term

Partnership Activities

See Chapter 2, Section 2.6 for detailed information about activities that will be conducted by the Partnership related to regional public outreach. Residents, businesses and students attending Citrus Heights schools are addressed through those efforts.

City-Specific Activities

Table 5.7-1 at the end of this chapter summarizes the City-specific activities that will be conducted for the this program element during the 2008-13 permit term, along with associated performance standards, effectiveness assessment methods and a five-year implementation schedule. The table was developed to demonstrate compliance with portions of Provision 12 of the Stormwater Permit.

This section describes the planned activities in more detail.

- Keep City managers apprised of the stormwater program and related environmental news that may impact the City, throughout the Stormwater Permit term. Presentations will be made to the City Council and/or Planning Commission upon request. City leaders will also be invited to participate in community events to demonstrate support for the stormwater pollution prevention effort.
- Improve the “Drainage, Stormwater and Sewer” Page on the City’s web site to better address the stormwater pollution prevention program and provide links to Partnership web site. The web address is:
<http://www.citrusheights.net/home/index.asp?page=814>
- Include an article regarding stormwater pollution prevention in the City’s “Connections” newsletter
- Continue to work with the County to sponsor and staff a stormwater booth at the following types of community events:
 - Citrus Heights Harvest Festival – October
 - Urban Creeks Council Creek Week Splash Off Event
 - Citrus Heights Community Campout
 - Safety Fair
- Continue to contribute funding to the Urban Creek Council’s Creek Week program to host a creek week clean up event in Citrus Heights.
- Continue to support and participate in the Arcade Creek watershed project, an effort facilitated by the City of Sacramento. Sponsor meeting facility as needed.

Effectiveness Assessment

The general approach to assessing the effectiveness of the stormwater program and individual program elements is described in Chapter 2. Table 5.7-1 describes the assessment methods the City will use to more specifically evaluate its City-specific public outreach program element activities during the 2008-13 permit term. Assessments of regional public outreach activities will be conducted by the Partnership as described in Chapter 2, Section 2.6. In general, the goal will be to move toward outcome levels 2 and 3 (changing awareness and behavior, respectively, of dischargers and the public) for some tasks. The remaining tasks will continue to be evaluated at outcome level 1 (documenting and confirming permit compliance).

Key indicators have been selected for various City-specific and regional public outreach tasks to demonstrate progression towards overall stormwater program goals for this particular element. A summary of the status of key indicators will be used to assess overall program effectiveness in the annual reports.

Effectiveness assessment results will be presented in the annual reports and may be used to recommend modifications to the SQIP.

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5.8 New Development Element

The goal of the New Development Element is to mitigate urban runoff pollution and other water quality impacts associated with new development and redevelopment.

New development within the City of Citrus Heights is generally associated with redevelopment as there is very little vacant developable land remaining in the City. Redevelopment projects with substantial tenant improvements will be required to re-work the site to capture the water on-site and improve runoff quality. Many older sites currently sheet-flow directly into the city streets.

New Development Element Strategy

Potential impacts from development and redevelopment within Citrus Heights will be mitigated with a combination of strategies such as: early site planning to limit sources of pollution, requiring installation of permanent post-construction stormwater quality facilities to treat runoff before it reaches the drainage system, and ongoing outreach activities through education and training.

The City believes that the best way to make in-roads on new development water quality is to improve planning guidance. The adopted Citrus Heights Zoning Code (November 6, 2006) provides guidelines for improving the site design to address water quality. With up-front information and requirements to address water quality, the architect and developer will not be so reluctant to address these issues. Most of the reluctance to incorporate BMPs stems from the need to re-design the existing new designs.

Intra and Interagency Coordination

The City's Engineering and Planning Division share responsibilities in coordinating new development. This group meets with the developer at the planning stage. This meeting provides an opportunity to interact with the local neighborhood.

Engineering provides a development services manager to meet with the public and attend all planning commission meetings.

The City also coordinates with the other permittees regarding regional activities such as the new Design Manual and hydromodification and low impact development (LID) standards, described more later in this section.

Accomplishments To Date

County Activities Prior to Incorporation

The area now served by the City of Citrus Heights has been covered by the Sacramento Stormwater Permit since the permit was first adopted in 1990. Prior to incorporation of the City in 1997, the County established and implemented stormwater controls for newly developing projects in this area.

The County maintained a proactive role in this regard, requiring regional water quality detention basins for new development via the master drainage planning process. Redevelopment projects and other newly developing sites where runoff does not get directed to regional basins typically require on-site stormwater quality treatment devices. Long-term maintenance of these devices is the responsibility of the property owners in accordance with maintenance agreements recorded with the deeds for the properties.

Accomplishments Since 1997

- The City significantly increased public awareness of stormwater quality and subsequently added more internal and field inspection staff in the Building Department. The City increased the Building Division's duties to include stormwater quality. This in turn, increased the frequency and number of inspections possible.
- The Sacramento Local Conservation Corps was hired to provide the City with better visibility in the creek area and to monitor encroachments associated with development.
- On the City's behalf, the County worked with the other permittees in the Partnership to create the new *Stormwater Quality Design Manual for the Sacramento and South Placer Regions*, continued to conduct special studies of BMP effectiveness, and conducted other activities. These accomplishments are described in more detail in Chapter 3, Section 3.8.
- Since 2006, the City has been requiring and establishing maintenance agreements with property owners to ensure long-term maintenance of new stormwater quality facilities.

Activities for the 2008-2013 Stormwater Permit Term

The stormwater permit requires that the permittees continue to regulate new development and redevelopment projects so that they incorporate measures to mitigate stormwater quality impacts. The 2008 stormwater permit includes new provisions to require a plan for mitigating the hydromodification impacts associated with new development in the permit area. (As described in more detail in Section 3.8, when development occurs, it increases the volume and rate of runoff and therefore stream flow; these hydromodification impacts, in turn, can cause creek erosion and degrade habitat.) In addition, the 2008 stormwater permit includes a new provision specifying that the permittees require all priority new development and redevelopment projects to incorporate low impact development (LID) measures. Both new hydromodification and enhanced LID criteria will be incorporated into the updated *Stormwater Quality Design Manual for the Sacramento and South Placer Regions* by the Partnership.

Table 5.8-1 at the end of this chapter summarizes the activities that will be conducted for this program element during the 2008-13 permit term, along with associated performance standards, effectiveness assessment methods and a five-year implementation schedule. The table was developed to demonstrate compliance with Provisions 13-26 of the Stormwater Permit.

This section summarizes the planned activities. The City contracts with County DWR and the Partnership to conduct many of the activities for this program element; therefore, see Chapter 3, Section 3.8 for more details.

Development-Related Ordinances, Policies, Codes, Standards and Technical Guidance

Ordinances/Municipal Code

The City will continue to maintain the stormwater ordinance which provides adequate authority to establish new requirements for development projects. As discussed previously in Section 5.2, the ordinance will be evaluated (and amended if warranted) within 1 year of SQIP approval to ensure adequate legal authority to comply with the 2008 stormwater permit.

General Plan Policies

The City will begin the process to update the 2000 General Plan in 2009, with completion anticipated by the end of 2010. During the update process, the City will adopt any necessary amendments to satisfy the 2008 stormwater permit requirements.

Standards, Codes and Technical Guidance

Development projects in Citrus Heights will be conditioned to comply with City stormwater quality and drainage development standards. The City will evaluate and amend its stormwater quality development standards to comply with new permit requirements during the 2008–13 permit term. Specifically, Hydromodification Management Plan (HMP) and Low Impact Development (LID) Criteria will be incorporated, as required by the stormwater permit, according to the schedule shown in Table 5.8-1, consistent with the County and other permittees.

Working with the Partnership, the *Stormwater Quality Design Manual* will be updated to include additional/enhanced criteria for hydromodification mitigation and LID following the amendment of the development ordinances and standards. The hydromodification criteria are discussed in the next section. Citrus Heights will contribute funding through the permittee cost-share agreement for the update of the design manual. The City will also continue to contribute to the Partnership's efforts to update the protocol for acceptance of proprietary control measures; see Chapter 2, Section 2.4 for more details about that effort.

Stormwater quality requirements need to be coordinated with the City's zoning and building codes (such as those related to tree preservation/landscaping, water conservation, sanitary sewer and solid waste) in order to avoid conflict and overlap. As conflicts are noted between the stormwater standards and other codes, the City planning staff will initiate code amendments to resolve the conflict. Alternatively, changes will be proposed to the Design Manual to achieve better consistency. This work will be built on lessons learned from similar County activities.

Hydromodification Management Plan (HMP) and Low Impact Development (LID) Criteria

The City will work with the County and other permittees to satisfy the requirements of the stormwater permit with regards to the hydromodification management plan (HMP) and low impact development (LID). This includes contributing funding to regional HMP engineering studies necessary to develop HMP standards. Details about proposed work and the implementation schedule are provided in the County's SQIP, Chapter 3, Section 3.8. Table 5.8-1 at the end of this section has been designed to be consistent with the County's work plan so that the City is committing to the same activities as the County and other permittees.

Waiver Program/Mitigation Fund

The stormwater permit allows the permittees to develop a waiver program/mitigation fund alternative for development projects where it is demonstrated that installing stormwater quality control measures is not feasible. The County is taking the first step to develop initial parameters for their potential waiver program. The City will review the results of the County's work and consider application to future development projects in Citrus Heights.

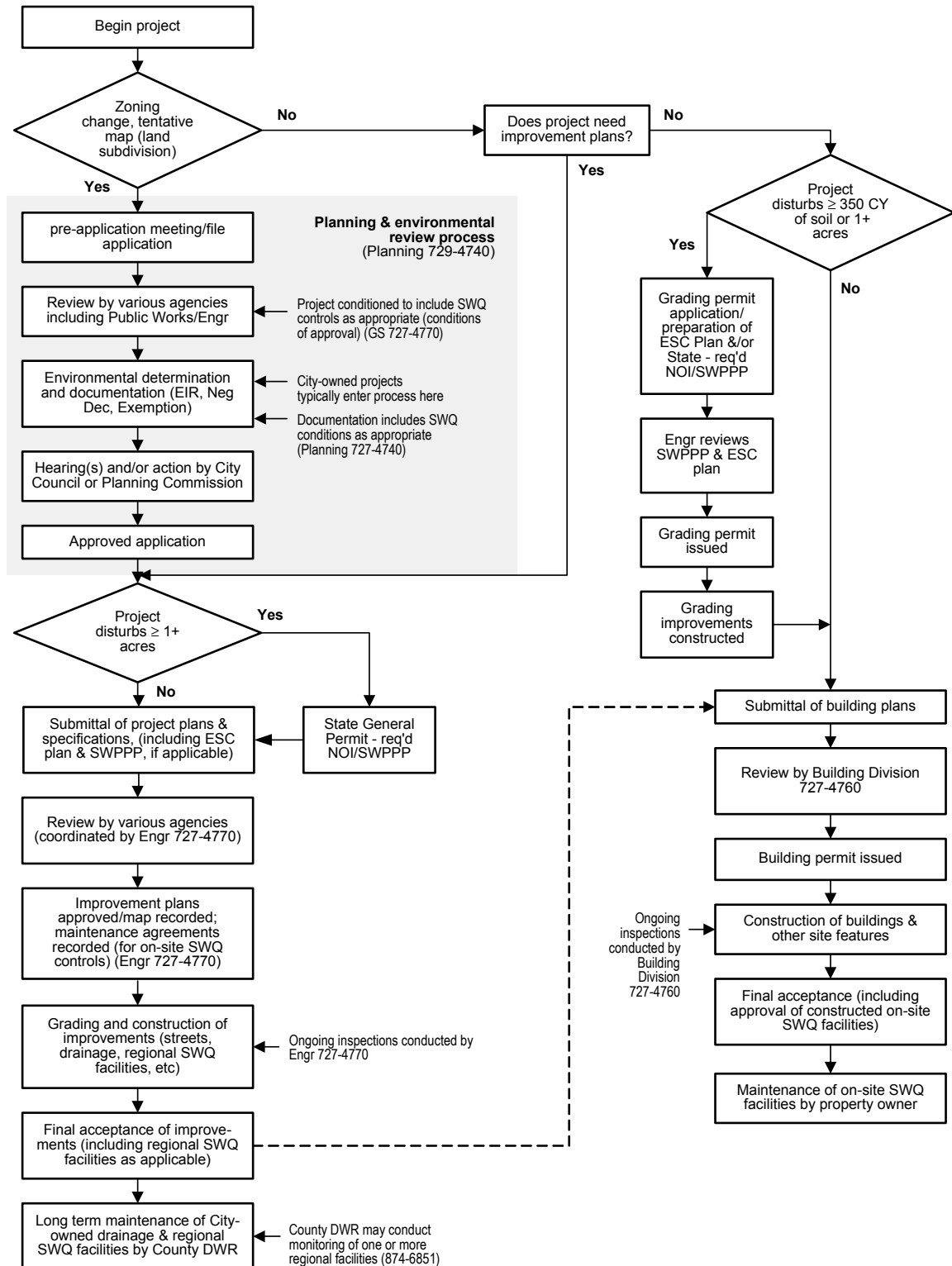
Permitting and Plan Review (Entitlement) Process

Development and redevelopment projects in Citrus Heights will be conditioned for mitigation of receiving water impacts from urban runoff quality and quantity in the same manner as projects are conditioned in Sacramento County. See Figure 5.8-1 for a flowchart depicting the City's development review/entitlement process and indicating how stormwater quality is addressed in the process.

City staff will review initial development applications for conformance with the *Stormwater Quality Design Manual for the Sacramento and South Placer Regions*. Compliance with the development standards and the design manual will be a standing discussion item on the agenda for all pre-application meetings.

The City will make sure that the same development standards applied to private development projects are adhered to for public projects.

Figure 5.8-1
City of Citrus Heights Development Process Flowchart



GS - City General Services Dept.; Engr - City Engineering/Public Works Division; DWR — Department of Water Resources; ESC — Erosion and Sediment Control; NOI — Notice of Intent; SWPPP — Stormwater Pollution Prevention Plan; SWQ — stormwater quality

Maintenance of Stormwater Quality Control Measures

The City will continue to ensure long-term maintenance of treatment control measures on private development by requiring maintenance agreements to be executed before the final approval of the project. The new Cityworks system will track the properties with these devices. Letters will be sent to these properties requiring a re-certification of the device by either the manufacturer or a certified inspection company. Properties that do not provide the necessary re-certification will be fined and a lien placed on the property based on the City ordinances.

Through the annual refresher training and other opportunities, the City will train its construction inspectors to check for proper installation/operation of stormwater control measures before final acceptance of the project.

Outreach to Educate the Development Community

The City planners and engineers will continue to work collaboratively with the County and other permittees to share information with the development community and promote consistency across municipal boundaries. The City and County will continue to provide technical guidance and design support to help the development community working in Citrus Heights to comply with stormwater quality requirements. Refer to Chapter 3, Section 3.8 for more information on work that will be conducted by the County in this regard.

Employee Training

The City's planners and engineers will receive annual training related to hydromodification, LID and other evolving development standards, including how such standards will impact development in Citrus Heights. It is anticipated that this will entail one or more staff members attending an outside training seminar and then providing an internal class based on this training.

Effectiveness Assessment

The general approach to assessing the effectiveness of the stormwater program and individual program elements is described in Chapter 2. Table 5.8-1 describes the assessment methods the City or County will use to more specifically new development element activities during the 2008-13 permit term. In general, the goal will be to move toward outcome levels 2 and 3 (changing awareness and behavior, respectively, of dischargers and the public) for some tasks. The remaining tasks will continue to be evaluated at outcome level 1 (documenting and confirming permit compliance).

Key indicators have been selected for various tasks to demonstrate progression towards overall stormwater program goals for this particular element. A summary of the status of key indicators will be used to assess overall program effectiveness in the annual reports.

Effectiveness assessment results will be presented in the annual reports and may be used to recommend modifications to the SQIP.

**Table 5.2-3 – City of Citrus Heights SQIP
Program Management Element Workplan for 2008-2013**

Activity/Task	Permit	Key	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
	Ref	Indica			FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Stormwater Quality Improvement Plan (SQIP)											
Revise SQIP to address requirements of Stormwater Permit, Regional Board comments and public review	2		Original SQIP submitted June 2007. First revised SQIP submitted April 30, 2009. Second revised SQIP submitted September 22, 2009.	Confirmation- submit SQIP to Regional Water Board	◆	◆					4/30/2009, 9/22/2009
Propose SQIP modifications as program evolves	3.c, 3d		Any proposed SQIP modifications submitted to Regional Water Board as part of Annual Report	Confirmation- propose necessary SQIP modifications in AR			↔	↔	↔	↔	Oct 1 each year following SQIP approval
Annual Work Plan											
Prepare and submit Annual Work Plan	3.a		Annual Work Plan submitted to Regional Water Board	Confirmation- submit Work Plan to Regional Water Board	◆	◆	◆	◆	◆	◆	May 1 each year
Annual Report											
Describe completed activities and budget expended for previous fiscal year in AR	3.b		AR submitted to Regional Water Board	Confirmation - submit AR to Regional Water Board	◆	◆	◆	◆	◆	◆	October 1 each year
Memorandum of Understanding (MOU)											
Maintain/update permittee memorandum of understanding (MOU)	3.e		Updated MOU submitted to Regional Water Board 4/30/09. Final execution by permittees late 2009.	Confirmation	◆	◆					Submit with SQIP 4/30/2009; execute MOU late 2009



Ongoing activity/task



Deliverable or key milestone



Effectiveness assessment activity (expected outcome level indicated)

Notes: 1. Performance standards achieve effectiveness outcome level 1 unless otherwise indicated
2. Assessing effectiveness of performance standards may be limited pending availability of baseline data

**Table 5.2-3 – City of Citrus Heights SQIP
Program Management Element Workplan for 2008-2013**

Activity/Task	Permit Ref	Key Indica	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
					FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Legal Authority											
Evaluate/amend stormwater ordinance to enforce 2008 stormwater permit requirements	4, 5		Document evaluation of stormwater ordinance; adopt necessary amendments <i>(note, amendments to other City ordinances/codes are discussed Sections 5.3 and 5.8)</i>	Confirmation-report any amendments/ provide updated ordinance with AR			◆				1 year following RB approval of SQIP
Submit statement of legal authority from chief legal counsel with revised SQIPs	6		Submit statement of legal authority from chief legal counsel to Regional Water Board	Confirmation-include statement in SQIP	◆				◆		Submit with SQIP 4/30/2009 and ROWD/SQIP 3/2013
Fiscal Analysis											
Secure resources necessary to meet Stormwater Permit requirements	7		Fiscal summary submitted to Regional Water Board as part of Annual Report	Confirmation	◆	◆	◆	◆	◆	◆	October 1 each year
Report of Waste Discharge											
File a report of waste discharge (ROWD) 180 days before permit expiration	33		Submit ROWD to Regional Water Board. This is a Partnership activity; see Chapter 2, Section 2.2.	Confirmation- ROWD submitted to Regional Water Board by specified date					◆		ROWD due 3/2013



Ongoing activity/task



Deliverable or key milestone



Effectiveness assessment activity (expected outcome level indicated)

Notes: 1. Performance standards achieve effectiveness outcome level 1 unless otherwise indicated
2. Assessing effectiveness of performance standards may be limited pending availability of baseline data

**Table 5.2-3 – City of Citrus Heights SQIP
Program Management Element Workplan for 2008-2013**

Activity/Task	Permit Ref	Key Indica	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
					FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Coordination											
Coordinate on program element basis with other County groups and outside agencies	1.b		Track coordination and intra-agency agreements	Tabulation - report number of meetings/groups coordinated with in AR	↔	↔	↔	↔	↔	↔	
Coordinate with outside groups and agencies outside of jurisdictional control	1.c		Track coordination efforts	Tabulation - report number of meetings/groups coordinated with in AR	↔	↔	↔	↔	↔	↔	
Training											
Plan and oversee implementation of Citrus Heights stormwater training program for targeted City staff and contractors	various		Track training events and number of people participating; conduct surveys to measure awareness. See individual program elements 5.3-5.8 for details	Confirmation – describe training accomplishments in AR; Surveys - see program element sections 5.3-5.8	↔	↔	↔	↔	↔	↔	
Program Effectiveness											
Annually: Measure and report program element and activity effectiveness	29.c		Submit effectiveness Assessment results with AR each year (October 1)	Confirmation- include effectiveness assessment results in AR	◆	◆	◆	◆	◆	◆	Submit with annual reports, October 1 each year
Once a permit term: Estimate pollutant loads and evaluate water quality trends in receiving waters			Submit information in final AR for permit term (October 1, 2013). This is a Partnership activity; see Chapter 2, Section 2.3.	Confirmation- submit ROWD and final AR to Regional Water Board						◆	Submit in final AR 10/1/2013
Long Term Effectiveness Assessment (LTEA)											

↔ Ongoing activity/task ◆ Deliverable or key milestone 2 Effectiveness assessment activity (expected outcome level indicated)

Notes: 1. Performance standards achieve effectiveness outcome level 1 unless otherwise indicated
2. Assessing effectiveness of performance standards may be limited pending availability of baseline data

**Table 5.2-3 – City of Citrus Heights SQIP
Program Management Element Workplan for 2008-2013**

Activity/Task	Permit Ref	Key Indica	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
					FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Describe proposed LTEA for programmatic and environmental goals	29.a		Submit LTEA Plan to Regional Water Board with SQIP. This is a Partnership activity; see Chapter 2, Section 2.3.		◆						Submit with SQIP 4/30/2009
Perform LTEA on program tasks for permit term	29.d		Submit LTEA results to Regional Water Board. This is a Partnership activity; see Chapter 2, Section 2.3.	Confirmation - LTEA submitted to Regional Water Board by specified date					◆		Submit with ROWD 3/2013




NA: Not Applicable; SQIP: Stormwater Quality Improvement Plan; AR: Annual Report; ROWD: Report of Waste Discharge

 Ongoing activity/task
  Deliverable or key milestone
  Effectiveness assessment activity (expected outcome level indicated)

Notes: 1. Performance standards achieve effectiveness outcome level 1 unless otherwise indicated
 2. Assessing effectiveness of performance standards may be limited pending availability of baseline data

**Table 5.3-1 – City of Citrus Heights SQIP
Construction Element Workplan for 2008-2013**




Activity/Task	Permit Ref	Key indica	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
					FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Legal Authority											
Evaluate/amend stormwater ordinance to enforce 2008 stormwater permit requirements related to control of construction-related pollution	5, 8.a.i		See Section 5.2 (Program Management element)	See Section 5.2			◆				1 year following SQIP approval
Amend Land Grading and Erosion Control Ordinance (LGECO) to address 2008 stormwater permit and State Construction General Permit (CGP)	5, 8.a.i		Evaluate ordinance and recommend/adopt necessary amendments after CGP effective date	Confirmation-report any amendments/ provide updated ordinance with AR			◆				CGP effective date 7/1/2010
Plan Review and Permitting											
Review Grading and Improvement Plans; verify compliance with ordinances and appropriate BMPs included	8.a.ii, 8.c.i-iv	✓	Document percentage of plans incorporating erosion and sediment controls (target is 100% of projects subject to requirements should include appropriate ESC BMPs in plans)	Tabulation - report data in AR	↔	↔	↔ 3	↔ 3	↔ 3	↔ 3	
Track Grading Permits for projects that require coverage under the State CGP	8.a.ii, 8.c.v		Document number of sites greater than or equal to one acre that submitted proof of an NOI and that a SWPPP has been developed; check for 6 SWPPP items (per stormwater permit 8cv)	Tabulation - report data in AR	↔	↔	↔	↔	↔	↔	

 Ongoing activity/task
  Deliverable or key milestone
  Effectiveness assessment activity (expected outcome level indicated)

Notes: 1. Performance standards achieve effectiveness outcome level 1 unless otherwise indicated
 2. Assessing effectiveness of performance standards may be limited pending availability of baseline data

**Table 5.3-1 – City of Citrus Heights SQIP
Construction Element Workplan for 2008-2013**




Activity/Task	Permit Ref	Key indica	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
					FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Verify that other applicable regulatory permits have been obtained prior to issuing grading permits	8d		Request/include copy of other permits from the other agencies with project approval paperwork	Confirmation	↔	↔	↔	↔	↔	↔	
Standards & Specifications/BMPs for Controlling Sediment and Pollutants											
Implement standards and specifications to require BMPs for construction sites	8.a.iii, 8.c.i-iv		Require use of County standards/specifications.	Confirmation	↔	↔	↔	↔	↔	↔	

 Ongoing activity/task
  Deliverable or key milestone
  Effectiveness assessment activity (expected outcome level indicated)

Notes: 1. Performance standards achieve effectiveness outcome level 1 unless otherwise indicated
 2. Assessing effectiveness of performance standards may be limited pending availability of baseline data

**Table 5.3-1 – City of Citrus Heights SQIP
Construction Element Workplan for 2008-2013**

Activity/Task	Permit Ref	Key indica	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
					FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
			County will amend standards/specs for consistency with Construction General Permit; adopt County amended standards/specs when available (anticipated FY 10/11).	Confirmation			◆				
Pollution Control at City-Owned Construction Projects and Other Projects Not Subject to City's Permitting Process											
Maintain coverage under the State's CGP for City projects disturbing 1+ acres	8c, 10a.ii		Document number of municipal projects covered by CGP each year	Tabulation – report data in AR	↔	↔	↔	↔	↔	↔	
For City projects continuing through July 1, 2010, file NOI for coverage under new CGP	8c		Document number of NOIs filed	Tabulation – report data in AR			◆				CGP effective date 7/1/2010
Continue to ensure compliance with stormwater ordinance and CGP on City construction projects	8c, 10a.ii		Include separate bid item for stormwater compliance on all bid and spec documents for City construction projects; require mini SWPPP for small jobs and full SWPPP for those disturbing 1+ ac	Confirmation – report in AR	↔	↔	↔	↔	↔	↔	
	8c		Amend standard bid/spec language for City-owned projects for consistency with 2008 stormwater permit, new CGP and any amended ordinances	Confirmation - provide amended specifications in AR			◆				
Coordinate with utilities, special districts (e.g., schools, RT, parks) and others to ensure compliance with Stormwater Ordinance			Document meetings and coordination activities	Confirmation – report in AR	↔	↔	↔	↔	↔	↔	

 Ongoing activity/task
  Deliverable or key milestone
  Effectiveness assessment activity (expected outcome level indicated)

Notes: 1. Performance standards achieve effectiveness outcome level 1 unless otherwise indicated
 2. Assessing effectiveness of performance standards may be limited pending availability of baseline data

**Table 5.3-1 – City of Citrus Heights SQIP
Construction Element Workplan for 2008-2013**

Activity/Task	Permit	Key	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
	Ref	indica			FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Inventory, Prioritize and Track Active Construction Sites											
Inventory and track active construction sites	8.a.iv		Document number and location of public and private sites subject to Construction General Permit as well as local erosion and sediment controls.	Tabulation - track no. active sites each year	↔	↔	↔	↔	↔	↔	
Prioritize sites for inspection based on threat to water quality and other factors	8b, 8e		Document prioritization method/schedule and sites with high, moderate, low priorities.	Tabulation - track no. active sites each year according to priorities	↔	↔	↔	↔	↔	↔	
Inspections (Public and Private Projects)											
Conduct routine inspections of active construction sites according to priority schedule	8.a.vi, 8e		Update/revise inspection checklist as needed	Inspections; Confirmation – include updated checklist in AR	↔	↔	↔	↔	↔	↔	
Maintain tracking system of inspection data	8.a.v., 8e		Document number of sites subject to inspection and number of inspections completed	Tabulation – record data in AR	↔	↔	↔	↔	↔	↔	
Enforcement (Public and Private Projects)											
Utilize enforcement procedures specified in ordinances	8.a.vii		Evaluate/amend enforcement procedures in conjunction with other ordinance revisions discussed for "legal authority" above	Confirmation - report revisions in AR	↔	↔	◆ ↔	↔	↔	↔	
Notify Regional Water Board about CGP non-filers and when 3 or more violations of local stormwater ordinance at a site.	8.a.vii, 8e		Track referrals made to Regional Water Board for non-filers and chronic violations	Tabulation – track number of referrals and follow-up actions	↔	↔	↔	↔	↔	↔	

↔ Ongoing activity/task ◆ Deliverable or key milestone 2 Effectiveness assessment activity (expected outcome level indicated)

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**Table 5.3-1 – City of Citrus Heights SQIP
Construction Element Workplan for 2008-2013**




Activity/Task	Permit Ref	Key indica	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
					FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Maintain tracking system of enforcement data	8.a.v	✓	Decrease in number of chronic violations, repeat offenders and/or non-filer referrals	Tabulation – track decrease in enforcement as indicator of changed behavior	↔	↔	↔	↔	↔ 3	↔	Conduct EA in 12/13 before ROWD
Interdepartmental Coordination											
Maintain internal coordination to ensure compliance	8f		Document coordination activities	Confirmation	↔	↔	↔	↔	↔	↔	
Education and Training (Internal and External)											
Conduct annual refresher training for City staff involved in construction	8.a.viii		Target 100% City and contractor staff receive annual refresher training.	Confirmation/ Tabulation	◆	◆	◆	◆	◆	◆	
Ensure City staff possess CGP-required qualifications if writing/ implementing SWPPPs	8c, 10a.ii		Staff performing QSD/P duties possess required registration/certification per CGP	Confirmation/Tabulation - number of qualified staff			◆				CGP effective date 7/1/2010
			Staff performing QSD/P duties complete State-approved or sponsored training course per CGP	Confirmation/Tabulation - number of qualified staff				◆			9/2/2011 (per new CGP)
Distribute pre-wet season notifications to active construction projects	8.a.viii		Send out a wet season procedure letter to active construction sites. Wet season is defined as October 1 to April 30.	Tabulation – track number of letters sent out each year	↔	↔	↔	↔	↔	↔	
Distribute educational literature to construction community	8.a.viii		Continue to distribute educational brochures during inspections and at training events	Tabulation – track numbers of brochures distributed each year	↔	↔	↔	↔	↔	↔	

↔ Ongoing activity/task ◆ Deliverable or key milestone 2 Effectiveness assessment activity (expected outcome level indicated)

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**Table 5.3-1 – City of Citrus Heights SQIP
Construction Element Workplan for 2008-2013**

Activity/Task	Permit Ref	Key indica	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
					FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Sponsor training events for the construction community	8.a.viii		Conduct at least one workshop/year (target is start of wet season)	Tabulation – track training activities performed; no. of people trained	⇄	⇄	⇄	⇄	⇄	⇄	
Assess effectiveness of training	8.a.ix	✓	Increased awareness of construction community as a result of training	Surveys – measure raised awareness based on quizzes/surveys at training events			2	2	2	2	

 Ongoing activity/task
  Deliverable or key milestone
  Effectiveness assessment activity (expected outcome level indicated)

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**Table 5.5-1 – City of Citrus Heights SQIP
Municipal Operations Element Work Plan for 2008-2013**

Activity/Task	Permit	Key	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
	Ref	Indica			FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Illicit Discharge Response											
Respond quickly and appropriately if an illicit discharge threatens to enter or enters the storm drain system	10.a.i.		Refer to Illicit Discharge Element, Section 5.6		↔	↔	↔	↔	↔	↔	
New Development and Construction Requirements for Municipal Capital Improvements Projects											
Implement standards that require BMPs to reduce pollutants from Permittee owned development and construction projects as specified in the New Development and Construction Elements	10.a.ii., 10.b.i		Refer to Construction (Section 5.3) and New Development (Section 5.8) Elements		↔	↔	↔	↔	↔	↔	
Facility Management											
Implement pollution prevention BMPs for public facilities (e.g., corporation yards, material storage facilities, and vehicle/equipment maintenance facilities) having the potential to discharge pollutants to the storm drain system.	10.a.iii. , 10.b.ii.		The City of Citrus Heights does not own or operate any such facility. If new facilities meeting these criteria are brought on-line in the future, BMPs shall be prepared and implemented in accordance with this requirement.	NA	↔	↔	↔	↔	↔	↔	

↔ Ongoing activity/task




◆ Deliverable or key milestone

2 Effectiveness assessment activity (expected outcome level indicated)

Notes: 1. Performance standards achieve effectiveness outcome level 1 unless otherwise indicated
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**Table 5.5-1 – City of Citrus Heights SQIP
Municipal Operations Element Work Plan for 2008-2013**

Activity/Task	Permit	Key	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
	Ref	Indica			FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Integrated Pest Management Program											
Implement pesticides storage, usage, and disposal procedures as described in the Partnership's Pesticide Plan	10.a.iv. , 10.b.iii.		Restrict pesticide and herbicide used by City staff and contractors	Confirmation - Track IPM and pest control activities	↔	↔	↔	↔	↔	↔	
Implement integrated pest management (IPM) as described in the Pesticide Plan	10.a.iv. , 10.b.iii.		Decrease amount of pesticides and herbicides used by City staff and contractors	Confirmation - Track IPM and pest control activities	↔	↔	↔	↔	↔	↔	
Storm Drain System Maintenance											
Maintain the storm drain system (e.g., drain inlets, ditches/channels, detention basins and pump stations) to remove debris accumulation and prevent flooding	10.a.v. , 10.b.iv.	✓	Decrease amount of sediment discharged to waters of the State. County of Sacramento performs this activity on behalf of the City of Citrus Heights and will document the amount of sediment removed	Quantification - Track quantities of sediment removed annually	↔	↔ 4	↔ 4	↔ 4	↔ 4	↔ 4	
Clean prioritized catch basins and sumps			County of Sacramento performs this task on behalf of the City of Citrus Heights. County of Sacramento will document amount of sediment removed	Quantification - Track quantities of sediment removed annually	↔	↔	↔	↔	↔	↔	
Visually monitor permittee owned open channels and perform maintenance as needed based upon sediment and trash accumulation			County of Sacramento and contracted staff will document amount of sediment removed	Quantification - Track quantities of sediment removed annually	↔	↔	↔	↔	↔	↔	

 Ongoing activity/task
  Deliverable or key milestone
  Effectiveness assessment activity (expected outcome level indicated)

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**Table 5.5-1 – City of Citrus Heights SQIP
Municipal Operations Element Work Plan for 2008-2013**

Activity/Task	Permit	Key	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
	Ref	Indica			FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Detention Basin Maintenance											
Implement Detention Basin Operation and Maintenance Program	10.b.vii.		The City of Citrus Heights currently has no detention basins.	NA							
Storm Drain Inlet Marking Program											
Ensure that storm drain inlets are properly and legibly marked to discourage illicit discharges into the storm drain system	10.a.vi		Document number of storm drain inlets labeled	Tabulation - Track number of inlets with labels	↔	↔	↔	↔	↔	↔	
			County of Sacramento will replace illegible storm drain markers with new markers as needed	Tabulation - Track number of markers replaced each year	↔	↔	↔	↔	↔	↔	
Operation and Maintenance of Transportation Facilities											
Street Sweeping for Curbed Streets											
Conduct street sweeping activities	10.a.vii. , 10.b.v.	✓	Decrease amount of sediment discharged to Waters of the State.	Quantification - Track quantities of sediment removed annually	↔	↔ 4	↔ 4	↔ 4	↔ 4	↔ 4	
Maintenance for Roads and Roadside Vegetation											
Implement BMPs during road maintenance and construction activities to prevent road maintenance materials, street sweeper rinse out water, concrete chute rinse water, and saw cutting slurry from discharging to the storm drain system.	10.a.vii. , 10.b.v.		Decrease amount of sediment discharged to Waters of the State.	Quantification - Track quantities of sediment removed annually	↔	↔	↔	↔	↔	↔	

↔ Ongoing activity/task

◆ Deliverable or key milestone

2 Effectiveness assessment activity (expected outcome level indicated)

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**Table 5.5-1 – City of Citrus Heights SQIP
Municipal Operations Element Work Plan for 2008-2013**

Activity/Task	Permit Ref	Key Indica	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
					FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Maintenance of City-Owned Parking Lots											
Maintain City-owned parking facilities to minimize the build-up and discharge of pollutants to the storm drain system	10.a.viii., 10.b.vi.		Document acres maintained and type of maintenance annually	Tabulation - Track number/acres of facilities and activities performed	↔	↔	↔	↔	↔	↔	
Waste Management Services											
Continue to provide weekly curbside pickup of residential solid and green waste, recyclables and waste oil			Document quantities properly disposed of.	Quantification - Track quantities of waste removed annually	↔	↔	↔	↔	↔	↔	
Fire Emergency and Non-Emergency Operations/Response											
Permittees having a fire protection agency within their jurisdictional control shall develop and implement a response plan to minimize the impacts of fire fighting flows to the environment. BMPs must be implemented to reduce pollutants from non-emergency fire fighting flows (i.e., flows from controlled or practice blazes) identified by the Permittees to be significant source of pollutants to waters of the State.	10.a.ix. , 10.b.ix.		Sacramento Metro Fire District (special district; outside of City's jurisdictional control) is fire agency for Citrus Heights.	NA							
Employee Training											
Conduct training to targeted employees to increase awareness of BMPs/pollution prevention practices	10.a.x. , 10.b.x		Conduct annual refresher training	Tabulation - Track number of employees trained and training activities	◆	◆	◆	◆	◆	◆	

↔ Ongoing activity/task ◆ Deliverable or key milestone 2 Effectiveness assessment activity (expected outcome level indicated)

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**Table 5.5-1 – City of Citrus Heights SQIP
Municipal Operations Element Work Plan for 2008-2013**

Activity/Task	Permit Ref	Key Indica	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
					FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Assess effectiveness of employee training	10.a.xi, 10.b.xi	✓	Maintained/Increased employee awareness as measured by quizzes during annual training	Surveys – measure raised awareness based on quizzes at training events			2	2	2	2	

 Ongoing activity/task
  Deliverable or key milestone
  Effectiveness assessment activity (expected outcome level indicated)

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**Table 5.6-1 – City of Citrus Heights SQIP
Illicit Discharge Element Work Plan for 2008-2013**

Activity/Task	Permit Ref	Key Indica	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
					FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Legal Authority											
Evaluate/amend stormwater ordinance to enforce 2008 stormwater permit requirements related to control of illicit discharges	5, 11.a.i		See Section 5.2 (Program Management element)	See Section 5.2			◆				One year following Regional Board approval of SQIP
Reporting of Illicit Discharges and Connections											
Continue to utilize Partnership public hotline (808-4H20) for reporting of illicit discharges and connections, and route callers to the County for assistance on City-related issues or complaints	11.a.ii ; 11.b.v		Maintain hotline	Confirmation/Tabulation - Track number of complaints received through 808-4H20 and CUBS Nuisance Abatement	↔	↔	↔	↔	↔	↔	Reported in AR yearly
The County, City and Sacramento Local Conservation Corps crews will continue to refer illicit discharges and connections within the City to the County for response	11.a.ii		Decrease in number of reports of illicit discharges and connections reported by County crews	Tabulation - Track number of reports from County crews received through 874-4SWQ and other mechanisms	↔	↔	↔	↔	↔ 3	↔	Reported in AR yearly, EA due 12/13 before ROWD
Screening for Illicit Connections											
The County, City and Sacramento Local Conservation Corps crews will continue to conduct ongoing field screening for illicit connections through routine maintenance activities being conducted by field crews	11.a.ii ; 11.b.ii		Decrease in number of illicit connections detected by field screening activities since last permit term	Tabulation - Report number of illicit connections detected via field screening activities in AR	↔	↔	↔	↔	↔ 3	↔	Reported in AR yearly, EA due 12/13 before ROWD

↔ Ongoing activity/task ◆ Deliverable or key milestone 2 Effectiveness assessment activity (expected outcome level indicated)

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**Table 5.6-1 – City of Citrus Heights SQIP
Illicit Discharge Element Work Plan for 2008-2013**




Activity/Task	Permit Ref	Key Indica	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
					FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Investigations of Illicit Discharges and Connections											
The County will continue to conduct investigations of illicit discharges (hazardous and non-hazardous)	11.a.iv ; 11.b.iii		Reports of non-hazardous illicit discharges (including active illicit connections) will be investigated within 5 business days; reports of suspected hazardous illicit discharges (including active illicit connections) will be investigated within 1 business day.	Confirmation - Report number of investigations conducted in AR	↔	↔	↔	↔	↔	↔	Reported in AR yearly
		✓	Decrease in number of illicit discharges investigated since last permit term	Tabulation					3		EA due 12/13 before ROWD
The County will continue to conduct investigations of illicit connections	11.a.iii ; 11.b.ii		Reports of illicit connections not actively discharging to the storm drain system and suspected illicit discharges/connections indicated by evaluations of dry weather monitoring data will be investigated within 21 business days.	Confirmation -Report number of illicit connection investigations conducted in AR	↔	↔	↔	↔	↔	↔	Reported in AR yearly
		✓	Decrease in number of illicit connections investigated since last permit term	Tabulation					3		EA due 12/13 before ROWD
Illicit Discharge and Connection Response, Containment and Cleanup											
Maintain response, containment and cleanup procedures	11.b.iii		Maintain response, containment and clean up procedures	Confirmation - Report revisions in AR	↔ ♦	↔	↔	↔	↔	↔	Reported in AR yearly, update due 09/10
The County will continue to respond to, contain and clean up illicit discharges	11.a.iv ; 11.b.iii	✓	Decrease in number of responses, containment and cleanup of illicit discharges since last permit term	Tabulation - The County will track number of illicit discharge responses	↔	↔	↔	↔	↔ 3	↔	Reported in AR yearly, EA due 12/13

↔ Ongoing activity/task ♦ Deliverable or key milestone 2 Effectiveness assessment activity (expected outcome level indicated)

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**Table 5.6-1 – City of Citrus Heights SQIP
Illicit Discharge Element Work Plan for 2008-2013**

Activity/Task	Permit Ref	Key Indica	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
					FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
The County will continue to respond to and abate illicit connections	11.a.iii ; 11.b.ii	✓	Decrease in number of responses and abatements of illicit connections since last permit term	Tabulation - The County will track number of illicit connections abated	↔	↔	↔	↔	↔ 3	↔	Reported in AR yearly, EA due 12/13

 Ongoing activity/task
  Deliverable or key milestone
  Effectiveness assessment activity (expected outcome level indicated)

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**Table 5.6-1 – City of Citrus Heights SQIP
Illicit Discharge Element Work Plan for 2008-2013**

Activity/Task	Permit Ref	Key Indica	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
					FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Enforcement											
Maintain enforcement policy	11.b.iv		Maintain enforcement policy	Confirmation - The County will report revisions in AR	↔	↔	↔	↔	↔	↔	Reported in AR yearly
The County will continue to conduct enforcement (e.g., warnings, NOVs, Cease and Desist Orders, ACPs, and Cost Recoveries)	11.b.iv	✓	Decrease in number of enforcement actions since last permit term	Tabulation - The County will track number of enforcement actions conducted	↔	↔	↔	↔	↔ 3	↔	Reported in AR yearly, EA due 12/13
Data Management											
The County will continue to maintain database to track its investigations, enforcement actions and outreach materials distributed	11.a.v		Maintain database	Confirmation - Report any updates in AR	↔	↔	↔	↔	↔	↔	Reported in AR yearly
The County will map the locations of confirmed illicit discharges and connections in Citrus Heights			Complete map with locations of confirmed illicit discharges and connections; Utilize to help identify areas of targeted outreach	Confirmation - Submit map and report revisions in AR	↔	↔	↔	↔	↔	↔	Reported in AR yearly
Outreach/Training											
The County will continue to distribute educational materials to public, and document/quantify materials distributed			Track number/type of materials distributed	Confirmation/Tabulation - The County will track number of brochures distributed	↔	↔	↔	↔	↔	↔	Reported in AR yearly
Conduct annual training Re: field screening and illicit discharge response for crews	11.b.vi		Track number of employees trained (County and City construction inspectors, etc.)	Tabulation - Track number of workshops held, number of people reached	↔	↔	↔	↔	↔	↔	Reported in AR yearly
			Sustained/Increased employee awareness as measured by quizzes during annual training	Surveys – measure raised awareness based on quizzes at training events			2	2	2	2	

↔ Ongoing activity/task ♦ Deliverable or key milestone 2 Effectiveness assessment activity (expected outcome level indicated)

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**Table 5.6-1 – City of Citrus Heights SQIP
Illicit Discharge Element Work Plan for 2008-2013**

Activity/Task	Permit	Key	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
	Ref	Indica			FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Facilitation of Proper Household Hazardous Waste Disposal											
Continue to provide pickup services for used motor oil, and maintain satellite facilities for universal waste disposal using contract services with private hauling company			See Section 5.5								
The County will continue to maintain operation of the County's household hazardous waste drop-off centers			✓ Sustained quantities of household hazardous waste collected from public since previous permit term	Tabulation - Track amounts of HHW collected at County sites each year		↔	↔	↔	↔ 3	↔	Reported in AR yearly, EA due 12/13

 Ongoing activity/task
  Deliverable or key milestone
  Effectiveness assessment activity (expected outcome level indicated)

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**Table 5.7-1 – City of Citrus Heights SQIP
Public Outreach Element Work Plan for 2008-2013**

Activity/Task	Permit	Key	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
	Ref	Indica			FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
The activities described in this table are in addition to regional Public Outreach activities described in Chapter 2 (Section 2.6).											
Public Outreach											
Educate and inform City managers and elected officials through presentations and other means; invite to public community events	12.a.iii, b.iii		Document/quantify impressions made in annual report	Tabulation-track no. of people educated each year		↔	↔	↔	↔	↔	Report in AR (Oct 1 ea yr)
Maintain/update stormwater web page on City's web site to educate and inform general public; advertise public reporting hotline; and provide links for resources.	12.a.iii, b.iii		Submit updated web page link with annual report.	Confirmation	↔	↔ ♦	↔	↔	↔	↔	Update web site during 09-10 FY
Publish articles regarding stormwater pollution prevention in City "Connections" newsletter or other appropriate local media.	12.a.iii, b.iii		Describe articles and provide copies with annual report	Confirmation	↔	↔	↔	↔	↔	↔	Report in AR (Oct 1 ea yr)
Continue to sponsor annual Urban Creeks Council Creek Week events to address clean up local creeks in Citrus Heights.	12.a.i and iii, b.i and iii		Quantify waste/debris collected during cleanup events (partial measure of amount of materials prevented from polluting local creeks)	Tabulation - provide numbers in annual report		↔	↔	↔	↔	↔	Report in AR (Oct 1 ea yr)
	12.a.vi, 12.b.vi	✓	Document increases in number of volunteers engaged in the cleanup activities from year to year	Tabulation - track increased numbers as measure of changed behavior		3	3	3	3	3	Report in AR (Oct 1 ea yr)
Sponsor and staff stormwater booth at local community events (e.g., Harvest Festival, Community Campout)	12.a.i and iii, b.i and iii		Document approximate number of residents and others reached at each event; track quantities of literature distributed	Tabulation - provide numbers in annual report		↔	↔	↔	↔	↔	Report in AR (Oct 1 ea yr)
Watershed Stewardship											
Represent City at Arcade Watershed Group meetings. Sponsor meeting location when requested.	63b, 12.ai&iii., 12.bi&iii.		Document meeting attendance.	Tabulation - track number of meetings attended, outcomes	↔	↔	↔	↔	↔	↔	Report in AR (Oct 1 ea yr)

↔ Ongoing activity/task ♦ Deliverable or key milestone 2 Effectiveness assessment activity (expected outcome level indicated)

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**Table 5.8-1 – City of Citrus Heights SQIP
New Development Element Work Plan for 2008-2013**

Activity/Task	Permit	Key	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
	Ref	Indica			FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Incorporation of Water Quality Protection Principles into Plans, Policies and Procedures											
Update stormwater quality language in the General Plan	13.a, 16		Update General Plan to include stormwater quality protection principles per the stormwater permit.	Confirmation – report revisions in AR		↔	◆				GP update anticipated complete end of 2010
Development of Standards and/or Guidance											
Amend development standards to require LID for development projects	15.b		Amend development standards to require implementation of LID strategies.	Confirmation - report revisions in AR			◆				6 months after approval of Phase 1 HMP.
	15.b, 26		Reflect LID criteria in the updated Stormwater Quality Design Manual.	Confirmation - report revisions in AR				◆			6 months after amending development standards.
Develop HMP Work plan as part of the revised SQIP.	15.c		Partnership will outline the proposed steps to develop the HMP and possible technical methodologies to design the mitigation measures.	Confirmation - develop HMP work plan and pilot project. Submit work products to Regional Water Board.	◆	◆					Submitted draft 4/30/09. Submitted revision 9/22/09
Develop HMP	15.c		Partnership will develop an applicability map showing where hydromodification management measures will apply in Sacramento. Develop interim criteria to comply with the hydromodification requirements.	Confirmation - Submit work products to Regional Water Board		↔	◆				1 year after approval of the HMP work plan



Ongoing activity/task



Deliverable or key milestone



Effectiveness assessment activity (expected outcome level indicated)

Notes: 1. Performance standards achieve effectiveness outcome level 1 unless otherwise indicated
2. Assessing effectiveness of performance standards may be limited pending availability of baseline data

**Table 5.8-1 – City of Citrus Heights SQIP
New Development Element Work Plan for 2008-2013**

Activity/Task	Permit Ref	Key Indica	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
					FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
			Develop susceptibility map and mitigation measures based on detailed risk analysis	Confirmation - Submit work products to Regional Water Board			↔	↔			
Amend development standards to require hydromodification management for development projects	15.c, 26		Amend development standards (interim HMP design criteria based on Phase 1 work{	Confirmation - report revisions in AR			◆				6 months after approval of Phase 1 HMP.
			Reflect hydromodification criteria in the updated Stormwater Quality Design Manual.	Confirmation - report revisions in AR				◆			6 months after amending the development standards
			Amend County regulation and design manual to incorporate final HMP design criteria based on Phase 2 work	Confirmation - report revisions in AR					↔		6 months after finalizing the HMP.
Evaluate need for a mitigation fund	19		Based on need, develop a mitigation fund framework to support regional stormwater projects.	Confirmation – develop framework when needed and submit to Regional Board.							



Ongoing activity/task



Deliverable or key milestone



Effectiveness assessment activity (expected outcome level indicated)

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New Development Element Work Plan for 2008-2013**

Activity/Task	Permit Ref	Key Indica	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
					FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Develop a waiver program	20		County will propose a waiver program that would require developers with qualified projects to transfer the savings in cost to a stormwater mitigation fund. Waivers shall be granted only when structural treatment control measures are infeasible; City will consider application in Citrus Heights when available.	Confirmation	↔	↔	↔	◆			
Protect groundwater quality	23		Partnership will integrate restrictions regarding the use of infiltration facilities in areas of high groundwater table into design criteria.	Confirmation - identify restrictions and incorporate into the design criteria.	↔	↔	↔	↔	↔	↔	
Conditions of Approval and Plan Review											
Condition projects to comply with stormwater quality development standards at various stages of the approval process (see Fig 5.8-1)	13.b-d, 13.f, 14, 15, 17		Track and record number of projects conditioned to comply with stormwater quality development standards	Tabulation - track number of projects conditioned and report in Annual Report.	↔	↔	↔	↔	↔	↔	
Condition projects to comply with LID requirements	15.b		Condition priority development projects to incorporate low impact development strategies.	Tabulation – track number of projects conditioned and report in Annual Report.				◆ ↔	↔	↔	
Condition projects to comply with HMP requirements	15.c		Condition priority development projects located in susceptible areas to incorporate hydromodification management measures.	Tabulation – track number of projects conditioned and report in Annual Report.				◆ ↔	↔	↔	



Ongoing activity/task



Deliverable or key milestone



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Activity/Task	Permit Ref	Key Indica	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
					FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
Track priority projects that have been approved to construct treatment control measures.	22		Include updated database of priority projects each year in AR	Tabulation	↔	↔	↔	↔	↔	↔	
	13.i	✓	Increase in number of priority projects that incorporated treatment measures.	Tabulation - Report no. projects each year in AR as measure of changed behavior		3	3	3	3	3	
Stormwater Maintenance Agreement											
Require applicable developments to provide verification of maintenance provisions for post-construction structural and treatment control	13.b, 13.e, 18		Require maintenance agreements for on-site stormwater quality treatment control measures (recorded with deed)	Tabulation and Confirmation – track number of executed maintenance agreements and report in AR.	↔	↔	↔	↔	↔	↔	
Require property owners to annually re-certify maintenance of treatment measures	13.b, 13.e, 18		Document number of re-certification letters distributed to property owners and follow-up action (e.g., fines/liens)	Confirmation - report data in AR	↔	↔	↔	↔	↔	↔	
Outreach and Training											
Conduct outreach to the development community about the latest stormwater quality policies and requirements.	24		Continue outreach about the Planning and New Development Program Element	Tabulation - track number/type training events, number materials distributed, etc. in AR	↔	↔	↔	↔	↔	↔	



Ongoing activity/task



Deliverable or key milestone






Effectiveness assessment activity (expected outcome level indicated)

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**Table 5.8-1 – City of Citrus Heights SQIP
New Development Element Work Plan for 2008-2013**

Activity/Task	Permit Ref	Key Indica	Performance Standard (Target)	Assessment Method	Schedule						Due Date/ Status/Other
					FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	
	13.i	✓	Maintained/increased awareness of development community training attendees	Surveys – measure raised awareness based on quizzes/surveys at training events		2	2	2	2	2	
Provide annual training to employees in targeted positions.	13.h, 25		Conduct annual refresher training to affected staff.	Tabulation – track number of employees trained and report outcome in the Annual Report.	↔	↔	↔	↔	↔	↔	
	13.i	✓	Maintained/increased awareness of targeted City staff as a result of training	Surveys – measure raised awareness based on quizzes/surveys at training events		2	2	2	2	2	

 Ongoing activity/task
  Deliverable or key milestone
  Effectiveness assessment activity (expected outcome level indicated)

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